STUDENT HANDBOOK

1991 – 1992

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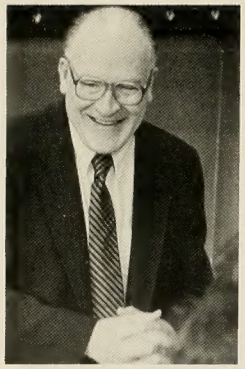
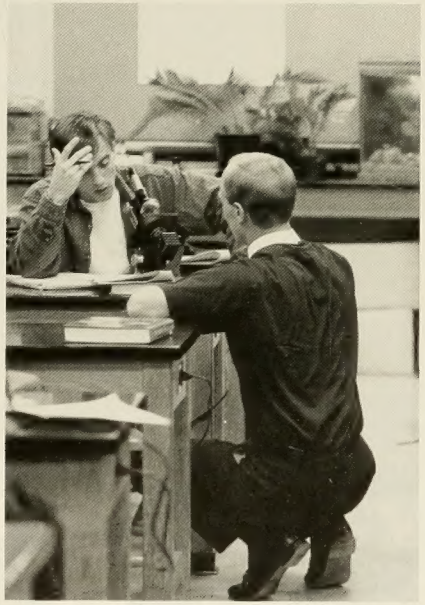


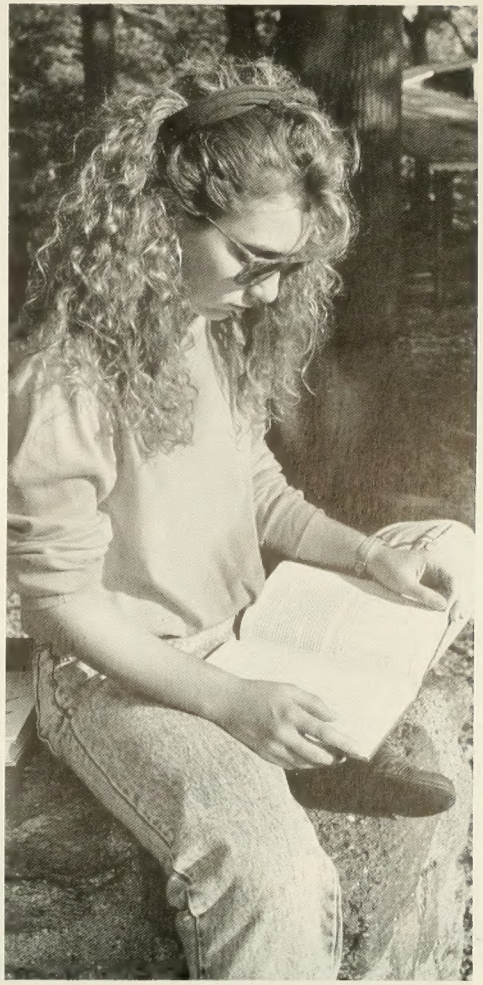
I started working for La Salle University a little over seven months ago. When you're new on the job, the first thing you want to do is get acclimated. I grabbed the *Student Handbook*; it had all the information I needed to hit the ground running (which is required in Student Affairs).



Welcome to La Salle University

A University **is** a hectic place. But amongst the hustle and bustle of buying books, finding a place to live, going to class, checking up on your friends (or finding new ones), and taking an occassional wink of sleep (or two), are the people who make La Salle what it is — a community. That was my first impression, and it still holds today. There are buildings (as you can see by the map) and operating procedures (also conveniently included), but it is the commitment of our faculty, administration, and students that makes this institution a very special place.

This handbook, then, is your guide to who many of these people are, what they do, and how they can serve you. You'll also find answers to most of your questions, or at the very least it will you guide you to the resources that can provide you with assistance. Of considerable importance is the last section, University Rules and Regulations. What impressed me when I first read this section was how many opportunities there are for students to govern themselves and directly influence the quality of their stay at La Salle. But I guess that's to be expected in any community.



I hope you take the time to read this *Student Handbook*. And if you have further questions, stop by the Student Life Office or call us at 951-1371.

The Editor
August 7, 1991

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PEOPLE TO KNOW

People People People People

		CAMPUS ADDRESS	951-EXT.
PRESIDENT	Br. Patrick Ellis, F.S.C.	Peale Estate	1010
Provost	Br. Joseph Burke, F.S.C.	315 Administration Center	1015
Vice President for Business Affairs	Mr. David C. Fleming	119 Administration Center	1050
Vice President for Development	Dr. Fred J. Foley, Jr.	403 Administration Center	1540
Vice President for Enrollment Services	Mr. Raymond Ricci	Peale Estate	1079
Vice President for Student Affairs	Dr. Raymond P. Heath	309 Administration Center	1017
ACADEMIC COMPUTING			
Director of Academic Computing	Dr. Stephen Longo	128 Holroyd Hall	1255
Assistant Director	Mr. Mark Purcell	200 Olney Hall	1907
Assistant to the Director	Ms. Joanne Brown	Wister Hall Lower Level	1803
Senior Technical Advisor	Mr. Ralph Romano	Wister Hall Lower Level	1801
Desktop Publishing Specialist	Mr. Steven Durfee	200 Olney Hall	1907
ACADEMIC DISCOVERY PROGRAM			
Director of Academic Discovery Program	Mr. Robert Miedel	310 Olney Hall	1084
Counselor	Ms. Jacquemar Fudge	First Floor McShain Hall	1355
Coordinator of Tutorial Services	Dr. Annette Onema	351 Olney Hall	1123
ADMINISTRATIVE COMPUTING			
Director of Computer Resources	Mr. Jack Porcelli	302 College Hall	1045
ADMISSIONS			
Vice President for Enrollment Services	Mr. Raymond Ricci	Peale Estate	1079
Director of Admissions	Br. Gerald Fitzgerald, F.S.C.	Second Floor Benilde Hall	1500
Associate Director	Mr. Thomas Murt	Second Floor Benilde Hall	1500
Associate Director	Mr. Marshall Jenkins	Second Floor Benilde Hall	1500
Assistant Director	Ms. Maryhelen Driscoll	Second Floor Benilde Hall	1500
Assistant Director	Mr. Raul Fonts	Second Floor Benilde Hall	1500
Admissions Counselor	Mr. Thomas Crane	Second Floor Benilde Hall	1500
Admissions Counselor	Ms. Jennifer Moore	Second Floor Benilde Hall	1500

ADVERTISING/PUBLICATIONS

Director of Communications	Mr. Raymond E. Ulmer	Peale Estate — Gate House	1849

ALUMNI OFFICE

Director of Alumni	Mr. James J. McDonald	First Floor Benilde Hall	1535
Assistant Director	Ms. Margaret M. Kraft	First Floor Benilde Hall	1535
Assistant Director	Mr. Timothy R. Regan	First Floor Benilde Hall	1535

ART MUSEUM

Curator of Art Museum	Ms. Caroline Wistar	Lower Level Olney Hall	1221

ARTS AND SCIENCES

Dean, School of Arts and Sciences	Br. James Muldoon, F.S.C.	310 Administration Center	1042
Associate Dean	Dr. Alice Hoersch	312 Administration Center	1269
Administrative Assistant	Mr. Harry McManus	313 Administration Center	1042

ATHLETES - ACADEMIC SUPPORT SERVICES

Director of Academic Support Services for Student Athletes	Ms. Joan Broderick	Second Floor Hayman Hall	1521

ATHLETICS

Director of Recreation and Intercollegiate Athletics	Mr. Robert Mullen	Second Floor Hayman Hall	1516
Assistant Director/Building Director	Mr. Thomas Meier	Second Floor Hayman Hall	1524
Assistant Director/Coordinator of Women's Athletics	Ms. Kathleen McNally	Second Floor Hayman Hall	1523
Assistant Director/Sports Information and Athletic Promotions	Mr. Michael Felici	Second Floor Hayman Hall	1605
Assistant Director of Sports Information and Athletic Promotions	Ms. Dawn Wright	Second Floor Hayman Hall	1605
Assistant Director of Sports Information and Athletic Promotions	Mr. Robert Vetrone	Second Floor Hayman Hall	1605
Director of Intramurals	Mr. Peter D'Orazio	Second Floor Hayman Hall	1545
Aquatics Director	Mr. John Lyons	First Floor Hayman Hall	1520
Assistant Building Director	Mr. Andy Palaggo	Second Floor Hayman Hall	1524

AUDIO-VISUAL SERVICES

Director of Audio-Visual Services	Mr. Michael Sweeder	119 Olney Hall	1220

PEOPLE TO KNOW

People People People People

		CAMPUS ADDRESS	951-EXT.
BUSINESS ADMINISTRATION			
Dean, School of Business Administration	Dr. Joseph Kane	216 Administration Center	1040
Associate Dean	Dr. Kenneth Knodt	213 Administration Center	1040
Assistant Dean	Ms. Susan Mudrick	214 Administration Center	1104
Director of Master of Business Administration	Mr. Gregory Bruce	212 Administration Center	1057
Assistant Director	Ms. Terry O'Connor	211 Administration Center	1057
BUSINESS OFFICE			
Vice President for Business Affairs	Mr. David C. Fleming	119 Administration Center	1050
Comptroller	Mr. Paul V. McNabb	123 Administration Center	1050
Assistant Comptroller	Mr. James E. Cooper	122 Administration Center	1050
Bursar	Ms. Marina A. Grace	114 Administration Center	1055
Director of Purchasing	Mr. Kenneth G. Smith	124 Administration Center	1863
Student Loan Office	Mr. Glenn F. Russell	106 Administration Center	1054
CAMPUS MINISTRY			
Director of Campus Ministry	Br. Charles Echelmeier, F.S.C.	First Floor College Hall	1048
Associate Director	Ms. Rosemary Barbera	First Floor College Hall	1048
Associate Director	Sr. Margaret Kelly, R.S.M.	First Floor College Hall	1048
Associate Director	Rev. Richard Wojnicki, O.S.F.S.	First Floor College Hall	1048
CAMPUS STORE			
Manager of Campus Store	Mr. Michael D. Lyons	First Floor Wister Hall	1397
Assistant Manager	Mr. Timothy Hassall	First Floor Wister Hall	1395
Manager of Text Books	Ms. Kathy Kelly	First Floor Wister Hall	1704
CAREER PLANNING AND PLACEMENT BUREAU			
Director of Career Planning and Placement	Mr. L. Thomas Reifsteck	414 Administration Center	1075
Associate Director/Director of Cooperative Education	Mr. Louis A. Lamorte, Jr.	413 Administration Center	1075
Assistant Director	Ms. Genevieve Carlton	412 Administration Center	1075

Counselor	Ms. Donna Dwyer	411 Administration Center	1075
Counselor	Ms. Patricia Kovatch	410 Administration Center	1075

CONCERT AND LECTURE SERIES

Assistant Provost for Administration	Mr. Gerald J. Johnson	315 Administration Center	1065

COUNSELING CENTER

Director of Counseling Center	Dr. Frank Schreiner	First Floor McShain Hall	1355
University Psychiatrist	Dr. Gary Glass, M.D.	First Floor McShain Hall	1355
Assistant Director	Dr. Peter Filicetti	First Floor McShain Hall	1355
Counseling Psychologist	Br. Arthur Bangs, F.S.C.	First Floor McShain Hall	1355
Counseling Psychologist	Dr. Suzanne Boyll	First Floor McShain Hall	1355
Drug and Alcohol Program Coordinator	Mr. Robert J. Chapman	First Floor McShain Hall	1355

DEPARTMENT CHAIRS

Accounting	Dr. John Reardon	308D College Hall	1029
Biology	Dr. Norbert Belzer	212 Holroyd Hall	1245
Chemistry	Dr. Thomas Straub	310 Holroyd Hall	1263
Communication	Br. Gerard Molyneaux, F.S.C.	147 Olney Hall	1844
Economics	Dr. Richard Geruson	250 Olney Hall	1178
Education	Br. Lawrence Colhocker, F.S.C.	258 Olney Hall	1191
English	Dr. James Butler	141 Olney Hall	1145
Finance	Dr. Lester Barenbaum	422 College Hall	1649
Fine Arts	Dr. George Diehl	346 Olney Hall	1126
Foreign Language	Dr. Bernhardt Blumenthal	241 Olney Hall	1200
Geology/Physics	Dr. Henry A. Bart	07 Holroyd Hall	1268
History	Dr. Theopolis Fair	341 Olney Hall	1090
Management	Dr. Steven Meisel	410B College Hall	1364
Marketing	Ms. Sharon Javie	304B College Hall	1728
Mathematical Sciences	Dr. Charles E. Hoffman, III	132 Olney Hall	1130
Nursing	Dr. Gloria Donnelly	201 Administration Center	1430
Philosophy	Dr. Michael Kerlin	217 Wister Hall	1320
Political Science	Mr. Kenneth Hill	359 Olney Hall	1122
Psychology	Dr. David Falcone	117A Holroyd Hall	1270
Religion	Dr. David Efroymson	215 McShain Hall	1335
Sociology, Social Work, Criminal Justice	Dr. Judith C. Stull	350 Olney Hall	1108

PEOPLE TO KNOW

People People People People

		CAMPUS ADDRESS	951-EXT.
DEVELOPMENT			
Vice-President for Development	Dr. Fred J. Foley, Jr.	403 Administration Center	1540
Assistant Vice President for Development	Mr. John L. McCloskey	Peale Estate — Gate House	1085
Director of Development	Br. Charles E. Gresh, F.S.C.	407 Administration Center	1539
Director of Annual Fund	Br. Francis Danielski, F.S.C.	406 Administration Center	1539
Assistant Director of Annual Fund	Ms. Christine Hertkorn	404 Administration Center	1837
Director of Planned Giving	Mr. Arthur C. Stanley	401 Administration Center	1881
Director of Public Affairs	Br. Andrew Bartley, F.S.C.	405 Administration Center	1881
Research Associate	Mr. John Meko	404 Administration Center	1837
DUPLICATING			
Director of Duplicating and Mail Services	Ms. Linda Ferrante	McCarthy Stadium East Stands	1534
FINANCIAL AID			
Vice President for Enrollment Services	Mr. Raymond Ricci	Peale Estate	1079
Director of Financial Aid	Ms. Wendy McLaughlin	First Floor Benilde Hall	1070
Assistant Director	Ms. Christine Tiano	First Floor Benilde Hall	1070
Assistant Director	Ms. Aquila Galgon	First Floor Benilde Hall	1070
Financial Aid Counselor	Ms. Gail Smith	First Floor Benilde Hall	1070
Financial Aid Counselor	Ms. Nicole Abbamondi	First Floor Benilde Hall	1070
Loan Officer	Ms. Noel E. Sullivan	First Floor Benilde Hall	1070
FOOD SERVICE			
Director of Food Service	Mr. Stephen C. Greb	La Salle Union Lower Level	1388
Director of Catering and Conferences	Ms. Susan M. Dunham	La Salle Union Lower Level	1388
Assistant Director	Mr. Robert A. Nyce	La Salle Union Lower Level	1388
Assistant Director	Mr. Steven Thomas	La Salle Union Lower Level	1388
Manager of Intermissions	Ms. Diane Floyd	Intermissions	1857
North Dining Hall Manager	Ms. Patricia Leo	North Dining Complex	1740
The Union Food Court Manager	Mr. Gary Blumenthal	La Salle Union Lower Level	1418

Catering Manager	Ms. Deborah Perlman	La Salle Union Lower Level	1419
GOVERNMENT AFFAIRS			
Director of Government Affairs	Mr. Edward A. Turzanski	232 Wister Hall	1391
GRADUATE PROGRAMS			
Bilingual/Bicultural Studies	Dr. Leonard Brownstein	207 Administration Center	1203
Education	Dr. Gary Clabaugh	206 Administration Center	1196
Graduate Religion	Rev. Leo Van Everbroeck, C.I.C.M.	205 Administration Center	1350
Human Services Psychology	Dr. John J. Rooney	204 Administration Center	1282
Master of Business Administration	Mr. Gregory Bruce	211 Administration Center	1057
Master of Pastoral Counseling	Rev. Leo Van Everbroeck, C.I.C.M.	205 Administration Center	1350
Master of Science in Nursing	Dr. Mary Lou McHugh	202 Administration Center	1432
HEALTH SERVICES			
Director of Student Health Services	Ms. Rosalea McLemore	St. George Hall, North Halls	1565
Medical Director	Dr. Irwin W. Becker, M.D.	St. George Hall, North Halls	1565
Nurse Practitioner	Ms. Laura McKenna	St. George Hall, North Halls	1565
Nurse Practitioner	Ms. Janet Byrne	St. George Hall, North Halls	1565
Nurse Practitioner	Ms. Janet Mullen-Krim	St. George Hall, North Halls	1565
Athletic Trainer	Mr. Bill Gerzabek	Lower Level Hayman Hall	1519
Assistant Athletic Trainer	Mr. Joseph Erdeljac	Lower Level Hayman Hall	1519
HONORS PROGRAM			
Director of Honors Program	Mr. John Grady	Lower Level McShain Hall	1360
INSTITUTIONAL RESEARCH			
Director of Institutional Research		Peale Estate	1428
LA SALLE IN EUROPE			
Director of La Salle in Europe	Dr. Bernhardt Blumenthal	241 Olney Hall	1200
LIBRARY			
Acting Director of Library Services	Mr. John Baky	First Floor Connolly Library	1290
Collection Development Librarian	Mr. John Baky	First Floor Connelly Library	1290
Head of Reference Department	Ms. Margaret Ellen Wall	First Floor Connelly Library	1287
Head of Access Services	Ms. Jacqueline Hanson	First Floor Connolly Library	1292
Inter-Library Loan Librarian	Mr. W. Stephen Breedlove	First Floor Connelly Library	1287

PEOPLE TO KNOW

		CAMPUS ADDRESS	951-EXT.
LIBRARY (continued)			
On-line Services Librarian	Ms. Eithne Bearden	First Floor Connelly Library	1287
Systems Librarian	Mr. John McAskill	First Floor Connelly Library	1874
Media Services Librarian	Mr. Thomas Gilbert	Lower Level Connelly Library	1295
MULTI-CULTURAL AND INTERNATIONAL AFFAIRS			
Asst. Provost, Multi-Cultural/International Affairs	Dr. Joanne Jones Barnett	202 Administration Center	1948
NEWS BUREAU			
Director of News Bureau	Mr. Robert S. Lyons, Jr.	Second Floor Benilde Hall	1081
Associate Director	Ms. Rosalie Lombardo	Second Floor Benilde Hall	1081
Staff Photographer	Ms. Martha Ledger	Second Floor Benilde Hall	1081
Staff Assistant	Mr. Darren Boyle	Second Floor Benilde Hall	1081
PERSONNEL			
Director of Personnel/EEO—Affirmative Action Officer	Ms. Rose Lee Pauline	102 Administration Center	1014
Assistant Director	Ms. Susan Rohanna	103 Administration Center	1013
PROVOST			
Provost	Br. Joseph Burke, F.S.C.	315 Administration Center	1015
Asst. Provost, Administration	Mr. Gerald J. Johnson	315 Administration Center	1065
Asst. Provost, Multi-Cultural/International Affairs	Dr. Joanne Jones Barnett	202 Administration Center	1948
REGISTRATION			
Registrar	Mr. Dominic Galante	302 Administration Center	1020
Assistant Registrar	Ms. Maureen Perri	305 Administration Center	1020
Chair of the Roster Committee	Br. John Owens, F.S.C.	304 Administration Center	1023
PHYSICAL FACILITIES			
Director of Physical Facilities	Mr. Hubert A. Thomas	Physical Facilities	1315
Superintendent of Maintenance and Repairs	Mr. Dave Hebert	Physical Facilities	1315
Assistant Director	Mr. Carl Searfoss	Physical Facilities	1315

Assistant Director	Mr. Fred Long	Physical Facilities	1315
RESIDENT LIFE			
Director of Resident Life	Mr. Ronald Diment	Resident Life Office, North Halls	1550
Assistant Director for Judicial Affairs	Mr. Alan Wendell	Resident Life Office, North Halls	1550
Assistant Director for Supervision	Ms. Sue Ellen Henry	Resident Life Office, North Halls	1550
Assistant Director for Development	Ms. Ann T. Isely	Resident Life Office, North Halls	1550
Housing Facilities Manager	Mr. Michael Vishio	St. George Hall, North Halls	1550
Housing Services Manager	Ms. Jeri Brockington	Resident Life Office, North Halls	1550
SCHOOL OF CONTINUING STUDIES			
Dean, School of Continuing Studies	Dr. Glenda Kuhl	226 Administration Center	1240
Assistant Dean/CEW Director	Dr. Edna Wilson	220 Administration Center	1060
Admissions Advisor	Ms. Jane Maloney	219 Administration Center	1235
SECURITY			
Director of Security	Mr. John P. Travers	Peale Estate — Carriage House	1310
STUDENT AFFAIRS			
Vice President for Student Affairs	Dr. Raymond P. Heath	309 Administration Center	1017
Assistant to the Vice President	Ms. Nancy Brewer	308 Administration Center	1374
STUDENT LIFE			
Director of Student Life	Ms. Kathleen E. Schrader	205 La Salle Union	1371
Assistant Director for Activities Programming	Mr. Ben Alvarez	205 La Salle Union	1371
Assistant Director for Organization Advising	Ms. Karen Shields	205 La Salle Union	1371
Assistant Director for Union Operations	Ms. Ann Marshall	La Salle Union Information Center	1375
STUDENT LOANS			
Manager of Student Loans	Mr. Glenn Russell	106 Administration Center	1054
URBAN STUDIES			
Director Urban Studies & Community Services Center	Ms. Millicent Carvalho	1923 West Olney Avenue	1187
WOMEN'S STUDIES PROGRAM			
Director of Women's Studies Program	Dr. Barbara Millard	141 Olney Hall	1157
WRITING CENTER			
Director of Sheekey Writing Center	Dr. Mary C. Robertson	203 Olney Hall	1299

Student Services

Academic Computing

In addition to operating computer labs, Academic Computing offers the following services for La Salle students:

Computer Labs:

Academic Computing operates three main labs for student use: a Humanities Lab for English, Communication, Foreign Language, and similar computer assignments; a Business/Computer Science Lab for programming, business, and statistical assignments; and a Science Lab for physics, chemistry, and biology assignments.

The Humanities Lab is equipped with 40 Zenith (IBM PC compatible) microcomputers and one (1) Apple IIe microcomputer. Facilities in the Business/Computer Science Lab include 80 Zenith (IBM PC and AT compatible) microcomputers, 20 terminals and eight (8) dial-up lines for Academic Computing's Hewlett-Packard 835 SE minicomputer.

Although these labs are primarily intended for students to complete assignments that specifically require computers, La Salle students may use the Humanities Lab for word processing or the microcomputers in the Wister Lab for spreadsheet or statistical analysis or programming for those assignments where use of a computer is not required.

Humanities Computer Lab
Olney Computer Complex (O-200)

Monday–Thursday	8:30 a.m.–11:00 p.m.
Friday	8:30 a.m.–4:30 p.m.
Saturday	10:00 a.m.–5:00 p.m.
Sunday	12:00 p.m.–5:00 p.m.

951–1214

Computer Science/Business Computer Lab
Wister Computer Complex (Wister Lower Level)

Monday–Thursday	8:00 a.m.–11:00 p.m.
Friday	8:00 a.m.–7:00 p.m.
Saturday	9:00 a.m.–7:00 p.m.
Sunday	12:00 p.m.–7:00 p.m.

951–1803

Summer and holiday hours will be posted in lab areas.

Computer Sales:

Academic Computing has made special purchase arrangements for Zenith computers, and is currently offering a Zenith Laptop PC and a Zenith desktop AT, as well as printers and modems at discount prices to La Salle students. Students should call for more information.

Computer Sales for La Salle Students
Wister Computer Complex
951–1803

Workshops:

Academic Computing is currently offering workshops for La Salle students in Microsoft Word and Lotus 1-2-3 at the beginning of each regular semester. These workshops last approximately three hours and cover the basics of using these packages. Notices of times and dates are posted in lab areas and sent to faculty for announcement in classes. Students should call for more information.

Computer Workshops for La Salle Students
951–1803

Student Services

Academic Discovery Program

The Academic Discovery Program (ADP) is a special admissions program offering pre-college summer courses and, during the academic year, tutoring, counseling, and advisement services for ADP students.

Olney Hall — Room 310
951–1084

Admissions Office

The Admissions Office encourages La Salle students to be involved in the recruiting and admissions process and encourages referring potential students to the office. The Admissions Office also uses student volunteers in various admissions activities including Open House, Discover the Difference Programs (DDP), and campus tours.

Benilde Hall — Second Floor
Monday–Friday 8:30 a.m.–4:30 p.m.
951–1500

Alcohol and Other Drug Program

Factual information about alcohol, other drugs, and their use and abuse is hard to come by. As a result, myths, half-truths, misinformation, and rumor often influence an individual's decisions about using alcohol and/or other drugs.

It is the mission of this program to provide accurate information about psychoactive substances, educate the La Salle community about the realities of alcohol and other drug use, and provide referral and/or treatment for problems associated with abuse.

Resource Center:

A resource center is located in the Counseling Center to assist students, staff, and faculty with papers, projects, or research being conducted regarding alcohol, other drugs, or related issues.

Peer Education:

Student volunteers work with other students providing information about alcohol and other drugs. The goal is to heighten awareness about the impact alcohol and other drugs may have on all areas of an individual's life so that he/she can make informed choices.

Peer Educators will attend a series of educational workshops providing them with necessary background information about alcohol and other drug use and abuse.

Once training is completed, Peer Educators will work in pairs or small groups to plan and implement workshops, social functions, and/or other alternate activities.

Counseling Center, McShain Hall
Monday–Friday 8:30 a.m.–4:30 p.m.
951–1355

Alumni Office

The Alumni Office coordinates the activities of the La Salle University Alumni Association and its committees, organizes class reunions, updates mailing lists and other records, and attempts to maintain communication with some 31,000 alumni. The office is open year round.

Benilde Hall — First Floor
Monday–Friday 8:30 a.m.–4:30 p.m.
951–1535

Art Museum

The Art Museum at La Salle University opened its doors in 1976 as a cultural resource for the neighborhood surrounding the University and the University's own students. Its art collection represents the only permanent display of paintings, drawings, and sculpture of the Western tradition offered by a college museum in the area. An objective of the Museum is to develop a comprehensive collection that documents the major styles and themes of Western art since the Middle Ages.

In addition to the paintings on permanent exhibit, the Museum has a collection of Old Master prints and drawings from the nineteenth and twentieth centuries. Selections from these works, often supplemented by loans from other museums, make up temporary exhibitions held four or five times a year. Some developing specializations include portrait prints, Japanese prints, Indian miniatures, and the Susan Dunleavy Collection of illustrated and finely printed Bibles. With these varied resources, and the basic collection of paintings, the Museum's educational programs are increasingly interdisciplinary and supplement the humanities, social sciences, and other departments.

Museum Associates

The Museum Associates is a volunteer student organization which draws its members from all academic fields of the University. They play an integral part in the operation of the Museum and enrich the cultural life of the community through sponsored events.

Members are asked to volunteer one free period each week to assist in the daily operation of the Museum. Students may join at any time by stopping in at the Art Museum and signing up at the front desk or by calling 951–1221.

Olney Hall — Lower Level
Tuesday–Friday 11:00 a.m.–4:00 p.m.
Sunday 2:00 p.m.–4:00 p.m.
Group tours by special arrangement
Free Admission
951–1221

Athletics

La Salle is committed to a strong athletic program, a commitment strengthened with the University's entrance into the Metro Atlantic Athletic Conference (MAAC) in 1983. In their first eight years as a MAAC member, Explorer athletes have won the Commissioner's Cup seven times for best over-all performance in MAAC championship competition and have won twenty-seven (27) conference championships.

(continued)

Student Services

Athletics (continued)

La Salle University sponsors twenty-two (22) varsity sports. Two other programs, cheerleading and the pep band, are also affiliated with the intercollegiate program.

MEN (11)	WOMEN (11)
Baseball	Basketball
Basketball	Crew
Crew	Cross Country
Cross Country	Field Hockey
Golf	Indoor Track & Field
Indoor Track & Field	Outdoor Track & Field
Outdoor Track & Field	Soccer
Soccer	Softball
Swimming	Swimming
Tennis	Tennis
Wrestling	Volleyball

Hayman Hall - Second Floor
Monday-Friday 8:30 a.m.-5:00 p.m.
951-1516

Audio-Visual Services

Audio-Visual Services aids students in the understanding, use, and production of course-related audio-visual materials, i.e., overhead transparencies, audiotapes, videotapes, and slides. In addition, the department helps students reserve and schedule specific equipment needed for classroom presentations. Students who want to enhance a classroom presentation should make an appointment to receive assistance.

More detailed information concerning the equipment and services of this department can be found in the *Audio-Visual Services* brochure available in the department.

Olney Hall — Room 119

Monday–Thursday	8:15 a.m.–10:00 p.m.
Friday	8:15 a.m.–4:30 p.m.
Saturday	8:45 a.m.–4:45 p.m.

951–1220

Backstage

BACKSTAGE opened its doors to the La Salle University community in January of 1987. With the adjoining restaurant, Intermissions (see "Food Service"), it is a popular spot to relax after a night of studying or to enjoy the Philadelphia area's best original and cover bands. Magicians,

psychics, and caricaturists have been featured and add to the club's atmosphere. A seven-foot video screen, DJ booth, and mocktail bar complete the setting. All students are encouraged to enjoy this facility and organizations are invited to sponsor events. Entertainment and programming information is available from the Assistant Director of Student Life for Activities Programming. Facility information can be received from the Manager of Intermissions.

Backstage
Monday–Thursday 8:00 p.m.–12:00 a.m.
Friday–Saturday 8:00 p.m.–1:00 a.m.
Sundays Closed
951-1371 (entertainment information)

Barber Shop

Pete Paranzino has been operating the La Salle Union Barber Shop since 1939. Students, faculty, and administrators are all invited to use the barber's services.

La Salle Union — Lower Level
Monday–Friday 1:00 p.m–7:00 p.m.
951–1229

Bursar

The Bursar's Office accepts all payments for tuition and room and board expenses. Fines, damage charges, IMPV's, commuter meal plans, etc., are paid in the Bursar's Office. Stafford Loan (formerly the Guaranteed Student Loan) checks are endorsed in the Bursar's Office.

Student organizations can make deposits and withdrawals from their accounts in the Bursar's Office. Withdrawals are limited to $100.00 per day and must have proper authorization.

Administration Center — First Floor
September–May
Monday–Friday 9:00 a.m.–3:00 p.m.
June–August
Monday–Thursday 9:00 a.m.–3:00 p.m.
Friday 9:00 a.m.–2:30 p.m.
951–1055

Campus Ministry

Campus Ministry at La Salle is people, a place, programs and, most importantly, a presence within the community. It is rooted in the University's commitment to a broad range of human and Christian values.

Campus Ministry can be an experience which will expand horizons, invite exploration, and engender the growth for which all strive as persons of integrity.

Campus Ministry seeks to minister, and enable others to minister, with those on the campus and beyond. Campus Ministry holds a basic belief that ministry is an expression of God with us, in us and through us - and seeks to live that kind of life and invites others to do the same.

Campus Ministry encourages involvement in Community Service Programs, Project Appalachia, Urban Plunge, Week of Hope, local volunteer opportunities, liturgical ministries, and the Committee for the Homeless. Staff members are available for information on long term volunteer and religious life commitments, personal counseling, spiritual direction, and social events.

College Hall — First Floor
Office: Monday–Friday 9:00 a.m.–5:00 p.m.
Liturgies:
Monday–Friday 12:30 p.m.
Sunday 11:00 a.m., 6:30 p.m.
951–1048

Student Services

Campus Store

The Campus Store is located in the first floor of Wister Hall. All books, required or recommended for classes, are available in the self-serve textbook area. The expanded general book department provides reference books, best sellers, new releases and other titles chosen to appeal to the University community. A large selection of La Salle sportswear is available in the clothing department. In addition, the Campus Store supplies stationery, greeting cards, gifts, CD's, and tapes.

Wister Hall — First Floor
Monday–Thursday 9:00 a.m.–7:00 p.m.
Friday 9:00 a.m.–3:30 p.m.
Extended hours for Textbook Sales at the beginning of each semester
951–1395 (Customer Service)
951–1397 (Textbook Desk)

Career Planning and Placement Bureau

The Career Planning and Placement Bureau assists La Salle students and alumni in their career planning and employment activities. The following are among the many services:

Career Counseling provides the opportunity to formulate or discuss educational plans and vocational goals on a one to one basis with a career counselor.

Career Exploration and World of Work Programs have been designed to help span the gap between the classroom and the work world through on-site observations and informal discussions with a variety of professionals and potential employers.

Job Hunting Workshops, covering such topics as resume writing and interviewing techniques, provide students with practical skills needed for obtaining employment.

Cooperative Education alternates periods of on-campus study with off-campus employment. Thus, students gain valuable work experience before graduation, make contacts with potential full-time employers, off-set educational costs, and earn academic credit.

On-Campus Interviews during the senior year allow students to meet with prospective employers and interview for full-time positions.

Credential Service enables education majors to establish a complete record of their university careers including, references, transcripts, and student teaching evaluations which can be sent upon request to any school district.

Career Resource Center contains information about potential employers, various career fields, and graduate and professional schools.

Summer Jobs Program gives underclassmen a unique opportunity to submit their resume to and interview with area employers for summer jobs.

Summer, Part-time, and Permanent Employment Announcements are available to both students and alumni.

Administration Center — Fourth Floor
Monday–Friday 8:30 a.m.–4:30 p.m.
Monday–Thursday 6:00 p.m.–7:30 p.m.
951–1075

Car Trouble

La Salle Security has jumper cables that students can borrow or they can use Security's "hot start" battery.

24-hours
951–1300

Clubroom

The Clubroom is a recreational area for students to play both classic and the latest video arcade games. A change machine is available. Sports arcade games are available in Backstage as well.

La Salle Union — Lower Level
Monday–Thursday 8:30 a.m.–9:00 p.m.
Friday 8:30 a.m.–12:00 p.m.
Closed on Weekends
951–1377

Conflict Resolution Team

Conflict Resolution is a process whereby two parties attempt to resolve their differences through mediation. At La Salle, staff and students who have received specialized training in mediation make this service available to the campus community. Confidentiality is strictly maintained except in life-threatening cases. To use this service, contact the Resident Life Office for a request form.

In addition, the Resident Assistants and Resident Directors receive training in conflict resolution. They may also be called upon to mediate disputes arising between roommates or the residents of a particular building.

Resident Life Office, North Halls
Monday–Friday 8:30 a.m.–5:00 p.m.
951–1550

Continuing Education for Women (CEW)

The Continuing Education for Women (CEW) Program at La Salle is designed to ease the transition into the University for adult women who wish to begin or resume their college education. Although this program is administered through the School of Continuing Studies, women may enter as CEW students in either the School of Continuing Studies or Day Division. Any woman, 24 years of age or older, who has a high school diploma or equivalent, is eligible to apply to this program.

CEW has been a popular and successful educational program at La Salle because of the counseling, direction, and sense of support the women receive. In the CEW program, students receive intensive academic and career counseling both upon enrollment and throughout their participation in the program. Students are invited to orientation programs which focus on study skills and other "survival techniques" for succeeding at the University, and to workshops on various topics of interest, including "Multiples Roles of Women" and "The Juggling Act". Besides being informative, CEW programs and workshops bring the students together, creating an informal network or community for support.

After successfully completing fifteen (15) credits of academic course work, the transition to La Salle has been accomplished and students transfer out of the CEW program into the general student population.

School of Continuing Studies
Administration Center Second Floor
Monday–Friday
951–1060

Convenience Store — The "L" Stop

The Convenience Store is located at the entrance to the Campus Store. It provides a full line of candy, snacks, beverages, ice cream, and many grocery products. It also stocks magazines and newspapers.

Wister Hall — First Floor
Monday–Friday 8:00 a.m.–10:00 p.m.
Sunday 2:00 p.m.–10:00 p.m.
951–1689

Student Services

Counseling Center

Being a college student in the 90's is no simple matter. With that in mind, the Counseling Center offers a wide variety of services to assist students in dealing with the many challenges, changes, and choices that the college years bring. The Counseling Center staff can meet a broad spectrum of student needs ranging from simple requests for information to serious psychological concerns.

For students uncertain about majors or careers, the staff can assist in exploring the many options and in making decisions based on interests, values, and capabilities. SIGI Plus, a computerized career exploration program, and the Strong Campbell Interest Inventory are two of the tools that can help in that process.

The Center also offers personal counseling to help students identify, clarify, and resolve issues of importance. This may involve building self-esteem, improving communication skills, overcoming shyness, and reducing stress. Psychiatric consultation is available when particularly severe problems occur. In addition to individual counseling, the Center also conducts group sessions on a variety of topics. Management of test anxiety, assertiveness, overcoming shyness, self-esteem enhancement, and reduction of procrastination are a few of the recent group programs.

The Counseling Center is staffed by experienced, licensed psychologists, an alcohol and other drug counselor, and doctoral counseling interns. Students can schedule appointments by coming to the Counseling Center or by calling the office. In the case of an emergency, students can be seen without scheduled appointments.

The Counseling Center staff maintains strict **professional standards of privacy and confidentiality**. Information about contacts with a counselor will be released only with written consent or as may be required by law.

McShain Hall — First Floor
Monday–Friday 8:30 a.m.–4:30 p.m.
951–1355

Desktop Publishing Center

The Desktop Publishing Center assists the University's faculty, staff, administrators, and students with the production of high-quality, low-cost print and animated video communications. Services include publication design, typesetting, graphics design and artwork, and technical and foreign language word processing. In addition, students use the center, affiliated with Academic Computing's word processing lab located in Olney Hall, to inexpensively prepare professional-looking resumes and cover letters.

Olney Hall — Room 200
Monday–Friday 8:30 a.m.–4:30 p.m.
951–1907

Development Office

The Development Office is responsible for coordinating all University fund raising efforts that make up the difference between tuition and the actual cost of instruction, provide the resources for major capital projects, and enable La Salle to offer a variety of special programs and activities.

The Development Office includes the Annual Fund Program (Alumni, Parents, Faculty/Staff, Friends, Corporate Matching Gifts), Foundation, Corporate and Government Grants, and Planned Giving (Wills/Bequests, Life Insurance, Trusts, etc.).

Administration Center — Fourth Floor
Monday–Friday 8:30 a.m.–4:30 p.m.
951–1540/1539/1881

Financial Aid

The Financial Aid Office provides information concerning the various sources of assistance (i.e., grants, loans, and employment) available to La Salle students. In addition, the office provides counseling services on completing yearly applications as well as special financial circumstances. The following is a list of important dates to help ensure the best financial assistance:

AUGUST — Bills are mailed to students at the beginning of August. Payment is due by the first day of class.

SEPTEMBER — Fall 1991 invoices are due.

OCTOBER — Applications for additional aid for Spring 1992 are available between October 1-15 and may be obtained at the Financial Aid Office.

The Common Scholarship Application for all scholarships administered by the University is available in the Financial Aid Office.

Applications for the Charlotte Newcombe and School of Continuing Studies Scholarships for Spring 1992 are available in the Financial Aid Office.

NOVEMBER — Spring 1992 Perkins Loan Promissory Notes are mailed to students awarded a Perkins Loan.

The Common Scholarship Application for all scholarships administered by the University must be received in the Financial Aid Office by November 1st.

Applications for the Charlotte Newcombe and School of Continuing Studies Scholarship for Spring 1992 must be received in the Financial Aid Office by November 1st.

DECEMBER — Spring 1992 invoices are mailed the middle of the month and invoices are due the first day of Spring 1992 classes. Additional aid award letters for Spring 1992 are mailed with a two (2) week response deadline.

JANUARY — Institutional aid applications for the 1992-93 academic year are mailed to all students.

Students who have not already received a 1992-93 PHEAA application should obtain a copy from the Financial Aid Office.

Students are advised to investigate alternative funding sources through local lending institutions, community service organizations, churches, and men's and women's clubs. The Financial Aid Office has information on outside scholarships. Students should check the office for application requirements and deadlines.

FEBRUARY — Students should begin completing and submitting all aid applications to ensure prompt and thorough consideration for financial assistance. Questions regarding application procedures should be directed to the Financial Aid Office.

MARCH — MARCH 15TH IS THE APPLICATION DEADLINE FOR ALL LA SALLE UPPERCLASSMEN. The La Salle Institutional Aid application must be **received** by March 15th if students wish to be considered for any institutional aid including Supplemental Educational Opportunity Grants (SEOG), Perkins Loans, College Work Study, La Salle Grants, and Christian Brothers Grants. Applications received after that date will not be considered for institutional aid. Upperclassmen must file the PHEAA application. The PHEAA application must be **received** in Harrisburg by March 15. The Financial Aid Form (FAF) may not be used.

(continued)

Student Services

Financial Aid (continued)

MAY

Renewal applications for the Stafford Loan (formerly the Guaranteed Student Loan) program are mailed. Copies may be obtained by contacting the original lending institutions. Students should file the Stafford application at this time to avoid delay in processing for the fall semester. Students must file a PHEAA application before the Stafford Loan will be processed.

Applications for the Charlotte Newcombe and School of Continuing Studies Scholarships for Fall 1992 are available in the Financial Aid Office.

JUNE

Financial aid is packaged and students are notified of their awards by mail. Signed award letters, accepting or rejecting the aid offers, must then be returned to the Financial Aid Office within two (2) weeks. Any assistance awarded will be revoked if students fail to return acceptances by the reply dates stated in the letters.

Stafford Loan applications should be submitted by June 15th to ensure that loan checks will be received by La Salle in time to be used toward payment of fall invoices.

Applications for the Charlotte Newcombe and School of Continuing Studies Scholarships for Fall 1992 must be received in the Financial Aid Office by June 1.

JULY

Promissory notes will be mailed to all students awarded a Perkins Loan. Forms should be read, completed, and returned to the Financial Aid Office by the reply date in time to credit the students' accounts.

Benilde Hall — First Floor
Monday–Friday 8:30 a.m.–4:30 p.m.
One night each week until 6:15 p.m.
951–1070

Food Services

The Food Services Department at La Salle provides a full range of services to the campus community. Presently, the department operates a cafeteria, a food court, a restaurant/nightspot, catering services, and is also responsible for vending operations.

Students attending La Salle have a wide range of meal plan choices. Students residing in the residence halls on campus are required to participate in either the A, B, or C meal plan.

Students living in a townhouse or apartment are welcome to join the new meal plan concept called the "Independents Club."

All of the meal plans have the following attractive features:

- Includes a declining balance system which assures the student will have funds available each week of the semester.
- Provides the capability of treating a guest or visitor to any given meal.
- Eliminates the need to carry cash as the University I.D. is the meal card.
- Allows you the convenience and flexibility of eating in the North Dining hall, the Union Food Court, as well as Intermissions (evenings only), our award winning restaurant.

The hours of operation during the regular semester are:

Union Food Court

Monday–Thursday	7:30 a.m.–2:30 p.m.
	2:30 p.m.-4:30 p.m. (limited menu)
	4:30 p.m.–8:00 p.m.
Friday	7:30 a.m.–2:30 p.m.
Saturday	8:00 a.m.–2:00 p.m.

North Dining Complex

Monday–Friday	7:30 a.m.–2:30 p.m.
	4:30 p.m.–7:15 p.m.
Saturday and Sunday	10:30 a.m.–2:00 p.m.
	4:30 p.m.–6:30 p.m.

Backstage

Monday–Thursday	8:00 p.m.–12:00 a.m
Friday–Saturday	8:00 p.m.–1:00 a.m.

Intermissions

Tuesday–Thursday	11:00 a.m.–2:30 p.m.
	8:00 p.m.–12:00 a.m.
Friday	11:00 a.m.–2:30 p.m.
	8:00 p.m.–1:00 a.m.
Saturday	8:00 p.m.–1:00 a.m.

✉ Food Services (Office)
La Salle Union — Lower Level
Monday-Friday 8:30 a.m.–4:30 p.m.
951–1388

Hayman Hall

The primary purpose of the Department of Recreation and Intercollegiate Athletics is to meet physical fitness needs through athletics, intramurals, and recreation. La Salle University invites students, faculty, and staff to expand their physical horizons through the recreational opportunities available at Hayman Hall and its adjacent facilities. In addition, there are popular instructional programs offered in aerobics, swimming, lifesaving, and CPR.

Hayman Hall offers the use of the following facilities:

Third Floor
- one-twelfth mile suspended indoor running track
- completely equipped Olympic-style weight room with free weights and Universal equipment
- three (3) 94' x 50' basketball floors or six (6) 65' x 45' small floors
- two (2) regulation volleyball courts

Second Floor
- staff offices
- wrestling room equipped with gym floor and free exercise mat

First Floor
- pool level — Six (6) lane, twenty-five (25) yard pool with diving well with two (2) three-meter and one (1) one-meter diving boards

Lower Level
- locker rooms
- equipment room with check-out desk
- two (2) singles and one (1) doubles squash court
- training room

Fields and Other Facilities
- Adjacent to Hayman Hall is the Belfield Tennis Complex with six (6) tiered and lighted tennis courts.
- McCarthy Stadium features a soccer field surrounded by a one-quarter (1/4) mile all-weather track.
- DeVincent Field includes the baseball and field hockey fields.
- Adjacent to Good Shepherd are the Intramural Athletic Fields.
- Attached to the rear of Neumann Hall is a fitness center that contains an extensive array of Nautilus, Universal, and free weight apparatus. There are also two small lockerrooms but no showers.

(continued)

Student Services

Hayman Hall (continued)

Operating Schedule

Gymnasium	Monday–Friday	12:00 p.m.–9:30 p.m.
	Saturday	10:00 a.m.–5:30 p.m.
	Sunday	12:00 p.m.–5:30 p.m.
Pool	Monday–Friday	12:00 p.m.–2:30 p.m.
		7:00 p.m.–9:30 p.m.
	Saturday	12:00 p.m.–4:00 p.m.
	Sunday	1:00 p.m.–4:00 p.m.
Squash Courts	Monday–Friday	9:30 a.m.–9:30 p.m.
	Saturday	10:30 a.m.–5:30 p.m.
	Sunday	12:30 p.m.–5:30 p.m.
Tennis Courts	Daily	7:30 a.m.–9:30 p.m.
Neumann Fitness Center	Daily	12:00 p.m.-7:00 p.m.

A current and valid student, staff, faculty, or alumni identification card is required for admission.

Hours of operation may be altered as a result of usage demands, special events, and unforeseen emergencies. Schedule changes will be posted with as much notice as possible.

Hayman Hall Front Desk
951–1527

Housing and Resident Life

La Salle's residence halls offer a unique living experience to the resident student. Combining an urban environment with a closely knit, on-campus community, residential living complements the educational function of the University in a personally rewarding manner. Higher education can be more than a student–teacher relationship and, at its best, is the product of interaction between the members of the entire University community. For the La Salle resident, the opportunities for this interaction are manifold. There is a consequent openness and friendliness amongst residents at La Salle which is noticeable and genuine.

Residence halls are staffed by live-in undergraduate and graduate students who are trained to serve as helpers, resource persons, activities and program planners, and building managers. The professional Resident Life Staff is responsible for the educational programs and management functions in the eleven (11) halls and three (3) apartment complexes and is located in the Resident Life Office, North Halls Complex, forty (40) yards west of the 20th Street intersection on Olney Avenue.

To apply for housing, complete an Application for Housing, pay the $100.00 deposit in the Bursar's Office, and submit the Application and receipt of deposit to the Resident Life Office, North Halls.

Off-Campus Housing

The Resident Life Office maintains a listing of off-campus housing accommodations and provides helpful advice to students seeking off-campus housing and/or roommates.

North Halls
Monday-Friday 8:30 a.m.-5:00 p.m.
951–1550

Identification Cards

The Security Department issues photo identification cards at in-person registration and at Security Headquarters in the Carriage House of the Peale Estate. The ID card will also be used as a library card, to purchase meals, and to gain access to residence areas. The ID card must be carried at all times and must be presented upon request to any University official.

The initial photo ID is issued free. The replacement fee for lost IDs effective August 1, 1989 is $15.00 with an additional fee added for each subsequent card issued.

Security Department
951–1300

Information-Switchboard

The La Salle University operator can be reached 24-hours a day for on-campus phone numbers and connections. Campus telephone problems are also reported to the operator.

951–1000

Insurance

Health

Health insurance is strongly advised for all students and is required for international students. Students under twenty-three (23) years of age generally can be covered under family health insurance. Information on the University-endorsed student health insurance is available at Student Health Services and the office of the Vice President for Student Affairs.

951–1565
951–1017

Personal Property

Personal property insurance is strongly advised for all resident students. The University is not responsible for damaged, lost, or stolen items from residence hall rooms and apartments. Information on student personal property insurance is available in the Resident Life Office. Some family homeowner's policies will cover property brought to campus. Check with your insurance carrier.

951–1550

International Student Services

The Director of School Partnerships and International Students promotes the academic welfare of international students through the coordination and development of programs that enhance international student success including orientation, academic counseling and tutoring; participates in the sponsorship of academic, cultural, and professional activities which promote the educational, recreational, and emotional well-being of international students; and verifies and maintains all necessary immigration documents. The Director of School Partnerships and International Students can be contacted through the Asst. Provost for Multi-Cultural and International Affairs.

Administration Center - Room 202
951-1948

Student Services

Intramurals

The Department of Recreation and Intercollegiate Athletics supports a full program of twenty (20) intramural sports or competitions (six men's, six women's and eight co-ed). Nearly 3,000 participants take part in these programs each year.

Hayman Hall — Room 219
951–1545

Intramural Sports

Men	Women	Co-ed
Basketball	Basketball	2 on 2 Basketball
3 on 3 Basketball	3 on 3 Basketball	Foul Shooting
Volleyball	Volleyball	Volleyball
Tennis	Tennis	Tennis
Touch Football	Touch Football	Squash
Softball	Softball	Indoor Soccer
		Swimming
		Campus Run

Judicial Affairs

Judicial Affairs, a part of the Student Affairs Division, deals with student conduct and the student disciplinary system. The Assistant to the Vice President for Student Affairs is responsible for the University's judicial system and works with other Student Affairs staff and the Judicial Board to maintain standards of conduct.

For additional information please refer to the Disciplinary Policies and Procedures section of this handbook.

Administration Center — Third Floor
Monday–Friday 8:30 a.m.–4:30 p.m.
951–1374

La Salle Union

The Union building is one of the centers for campus cultural, recreational, and social activities. The Union houses student organization offices, meeting rooms, a theater, and a game room. The Williamson Lounge, located on the first floor, contains a TV viewing area, study carrels, and rental lockers. The Information Center handles various ticket sales. Backstage, Intermissions, Union Food Court, and the Barber Shop are also located in the building. Student activities ranging from lectures and concerts to theater performances, art exhibits, dances, comedy shows, and other extra-curricular programs take place during the year.

Information Center
La Salle Union - First Floor
951-1375

Library

The Connelly Library's collection includes over 300,000 volumes, 1,400 current periodical subscriptions, and over 2,500 audiovisual titles (videotape and discs, audiotapes, and records). Author, title, subject, and "keyword" access to this collection is available through the "Connelly Explorer", the library's computerized catalog. Terminals to the catalog are located throughout the library; the computer can also be accessed 24 hours a day from outside the library using a personal computer, modem, and communications software.

A limited number of personal computers are available in the library for wordprocessing. Many of the library's periodical indexes are also available on computers in the library. Individual study carrels, tables

seating four, and group studyrooms are located throughout the library. An "informal study" with vending machines, telephones, and a smoking area is found on the ground level.

Reference librarians (located at the "Information Desk") on the first floor are available for help with assignments and consultation on how to use the library's resources.

Students with valid identification cards with bar codes affixed are eligible to borrow books. Identification cards are required to enter the building after 4 p.m. and to check out materials.

The library is open the following hours during the semester; hours vary during breaks, exam periods, and during the summer. Students should call the library to verify hours.

Monday–Thursday	8:00 a.m.–12:00 a.m.
Friday	8:00 a.m.–8:00 p.m.
Saturday	10:00 a.m.–6:00 p.m.
Sunday	12:00 p.m.–12:00 a.m.
951–1292	

Lost and Found

La Salle Union

The Information Center staffs the main campus center for lost and found. A record is kept of all lost items turned in to the Information Center and all items reported missing.

La Salle Union — First Floor

Monday–Thursday	8:00 a.m.–12:00 a.m.
Friday and Saturday	8:30 a.m.–1:00 a.m.
Sunday	8:30 a.m.–11:00 p.m.
951–1375	

Resident Life

The North Halls mail service window is the residence hall center for lost and found items.

North Halls Mailroom
Monday – Thursday 8:30 a.m. – 8:00 p.m.
Friday 8:30 a.m. – 5:00 p.m.
951–1550

Mailroom and Duplicating Services

General services are available to those student organizations funded through the University.

Student organizations with mailbox privileges are required to pick up mail at least once a week. Mail and/or packages (composites, promotional items, and record albums) will be returned to the sender after thirty (30) days. Advisors will be notified of organizations not complying and the groups will lose mailroom privileges.

A RESUME PACKAGE including twenty–five (25) reproductions, blank sheets, and envelopes is available at a cost of $10.00. Students must allow three (3) working days for completion.

CARD-OPERATED COPIERS are available on campus for student use. For your convenience cards may be purchased at the Campus Store or through the vending machine in the Connelly Library.

Each $5.00 card is worth 62 copies.

McCarthy Stadium — East Stands

Monday – Thursday	8:00 a.m.–6:15 p.m.
Friday	8:00 a.m. – 3:00 p.m.
951–1038	

(continued)

Student Services

Residence Mail Service

All resident students receive mail at the North, West, or South mailroom. Each resident is assigned a mailbox with a combination. To assure proper delivery to the student residences, a correct address includes:

1. **Resident Name**
2. **Residence Building and Room/Apartment Number**
   St. Miguel Court, St. Teresa Court, La Salle Apartments and St. John Neumann residents each have individual mailboxes. A letter suffix (-a, -b, -c, -d, -e) after the room/apartment number is required to assure delivery to the proper mailbox.
3. **La Salle University, North or South or West Complex** (based upon locations below)
   North: Sts. Albert, Bernard, Cassian, Denis, George, Jerome, Hilary, and Katharine Halls; La Salle Apartments; all Resident Life Office staff mail
   South: St. John Neumann Hall
   West: Sts. Edward and Francis Halls; St. Teresa Court Apartments; St. Miguel Court Townhouses
4. **P.O. Box #** _____
   North: #5150
   South: #11038
   West: # 20902
5. Philadelphia, PA 19141-_____
   North: -0150
   South: -0738
   West: -0502

Mail is delivered Monday through Saturday. When school is in session, each of the three resident mailrooms are open.

Monday-Thursday	9:00 a.m. – 8:00 p.m.
Friday	9:00 a.m. – 5:00 p.m.
951–1550	

Meeting Rooms

Seven conference rooms are available in the La Salle Union for student organizations wishing to meet in a formal setting. Policies on student organization use of facilities are detailed in the *Student Handbook* under General Student Policies. Further information and reservation forms are available at the Union Information Center.

Lounges in the residence halls are also available for meetings or activities. Information and lounge reservations are available at the Resident Life Office.

La Salle Union
Information Center
951–1375

Residence Hall Lounges
Resident Life Office
951–1550

Multi-Cultural Affairs

In collaboration with other University officials, the Assistant Provost for Multi-Cultural and International Affairs formulates recommendations for policies, practices, and programs with respect to issues pertinent to minority and international students. The Assistant Provost works with

various University offices to develop academic, cultural, residential, and social experiences that meet the needs of minority groups on campus, and enhances the La Salle community's appreciation of the value of diversity.

Assistant Provost for Multi-Cultural and International Affairs
Administration Center — Room 202
951–1948

News Bureau

The News Bureau, the official outlet for all news about La Salle University, prepares and disseminates information to the local, regional, national, and international press. These include newspapers, magazines, radio, and television stations.

It is important that news pertaining to La Salle be released only by the News Bureau to maintain good media and public relations. Student organizations are strongly encouraged to contact the News Bureau with information about their events and activities. Please allow at least two (2) to three (3) weeks notice.

Benilde Hall → Second Floor
Monday–Friday 8:30 a.m.–4:30 p.m.
951–1081

Parking/Traffic Control Policy

The Security Department is responsible for traffic control on University property. University Council has approved a traffic control policy requiring all vehicles parked on University property be registered with the Security Department. Upon registering, students will be issued a decal to be affixed on the front bumper of their vehicles. There is no fee for registering vehicles.

A copy of the Traffic Control Policy is available at the Security Department upon request.

Security Department
Carriage House — Peale Estate
951–1300

Refrigerators

Compact refrigerators are permitted in residence hall rooms and will be rented to any person, office, or organization contacting the Housing Facilities Manager in the Resident Life Office.

951–1550

Registrar's Office

The responsibilities of the Registrar's Office include registration, rostering, examination scheduling, reception of grades, maintenance of academic records, recording of grades, and issuance of official transcripts.

The Registrar's Office publishes the Master Roster for the semester listing courses, times scheduled, and faculty assigned. Students then choose course selections, times, and faculty. The Bursar's Office will bill students for the courses chosen. Students who have not completed mail registration may register on campus during the week before classes begin.

The Registrar's Office publishes a final examination schedule for the Fall and Spring semesters listing when and where exams are to be administered for each course section.

The office collects final grades from faculty and distributes those grades at the close of each semester. Academic records, or transcripts, are

Student Services

Registrar's Office (continued)

maintained for all students on the basis of these grades. Copies of the transcript are available to students at a cost of $2.00 per copy.

Administration Center — Third Floor
Monday–Friday 8:30 a.m.–4:30 p.m.
951–1020

Reserve Officers' Training Corps (R.O.T.C.)

The Army Reserve Officers' Training Corps (ROTC) produces over seventy percent of the Junior Officers commissioned into the Army Officers' Corps each year. La Salle University has made significant contributions to the Army, since the inception of ROTC on this campus in 1950, by commissioning many officers who have become prominent military and civilian leaders.

Students at La Salle are able to compete for 3-year and 2-year Army ROTC scholarships. They are able to enroll in the Army ROTC program at the University of Pennsylvania, Temple University, Drexel University, or any other school of their choice with Army ROTC.

951-1365

Dan Rodden Theatre

Located off the main lobby on the first floor of the La Salle Union, the theater is the site of many programs. The drama organization, the Masque, presents at least one production here each semester. Many La Salle Entertainment Organization comedy and variety programs are also produced in the theater. The "Campus Calendar," published in the ***Collegian***, details many of the programs scheduled in the theater throughout the semester.

Security

The Security Office is staffed twenty-four hours a day, seven days a week providing security services, parking registration, identification card distribution, shuttle bus/escort services, medical services, and help with cars. Students may obtain photo IDs or parking decals anytime at the Security Office. The Director and his staff are available for any University-related problems concerning security and will render advice and assistance where possible.

Carriage House — Peale Estate
24–hour availability
Emergencies 951–1111
Information 951–1300
Crime/Fire Prevention Officer 951–1311
Director 951–1310

Sheekey Writing Center

Named in honor of Brother Edward Patrick Sheekey, the Writing Center offers free tutorials and workshops in writing and study skills to La Salle students who lack, for whatever reason and to whatever degree, the skills necessary to survive and prosper in college. The Writing Center does not provide an editing or proofreading service for papers otherwise complete. The Center seeks to impart, instead, the skills required for students to edit and proofread their own writing.

Both professional and qualified student tutors provide a full range of services and resources for students interested in improving their writing and studying abilities.

The Center is designed to offer assistance in the completion of specific projects and to provide a foundation of basic skills that carry over into every aspect of students' academic careers and beyond.

Olney Hall 203
Monday–Friday 8:30 a.m.–4:00 p.m.
951–1299

Shuttle Bus and Security Escort Service

The Security Department provides shuttle bus and walking escort services throughout the campus.

Shuttle Bus Service Schedule

The La Salle Shuttle Service is in operation each year beginning on Labor Day, at the start of the Fall semester and ending on the last day of final exams in the Spring Semester. During semester and mid-semester breaks there will be no shuttle service. The hours of operation are 7:25 a.m. each morning through 1:30 a.m. the following day. The shuttle will make two round trips each hour starting from the Main Campus (track area) at 7:25 a.m.

A schedule of times and stops will be available at the beginning of the Fall semester.

THE LOCATION OF DESIGNATED BUS STOPS ARE:
MAIN CAMPUS (departure from track area)

STOP 1. NORTH DINING HALL

STOP 2. LA SALLE APARTMENTS
(northwest corner of Chew Avenue and Wister Street)

STOP 3. GOOD SHEPHERD PARKING LOT

STOP 4. ST. TERESA COURT APARTMENTS

STOP 5. HAYMAN HALL

STOP 6. MAIN CAMPUS (track area)

STOP 7. REAR OF LA SALLE UNION

STOP 8. ST. NEUMANN (South Campus)

STOP 9. BROAD & OLNEY AVENUE (southwest corner)

STOP 10. ST. NEUMANN (South Campus)

STOP 11. REAR OF LA SALLE UNION

Security Department
951–1300

Student Services

Student Advocate

The Assistant to the Vice President for Student Affairs has been designated as the student advocate. The advocate provides assistance to students who feel they have exhausted all options regarding University-related issues. Advocacy may take a variety of forms based on the particular situation. For assistance, contact the Assistant to the Vice President for Student Affairs to schedule an appointment.

Administration Center — 307/308
Monday–Friday 8:30 a.m.–4:30 p.m.
951–1374

Student Health Services

Commuter and resident students are eligible for care at the Student Health Services on a walk-in basis during the normal academic year (September through May). There is always a qualified college health nurse available during office hours to provide most health care services, including a self-care cold center, diagnostic testing, physical exams, and referrals. Two nurse practitioners complement the staff providing women's health care. A physician is also available by appointment. There is no charge for care provided by a college health nurse or physician seen in the health center.

All services provided by the Student Health Services are confidential. Information is not released without students' written permission.

Emergency medical services have been arranged with Germantown and Einstein Hospitals. Students seeking treatment should present their University identification cards and health insurance numbers at the hospital. Students are responsible for the cost of treatment.

The University physician is also available 24-hours a day, seven (7) days a week for non-life threatening emergencies and may be contacted through the resident assistant or resident director on duty.

An AIDS policy has been adopted by University Council. For further information contact the Director of Student Health Services.

St. George Hall — North Halls
(Adjacent to dining hall entrance)
Monday–Thursday 8:00 a.m.–6:00 p.m.
Friday 8:00 a.m.–4:00 p.m.
951–1565

Physician's hours
Monday, Wednesday, Friday
12:45 p.m.–1:45 p.m.
Appointments recommended

Student Life Office

The primary goal of this office is to increase a student's personal, intellectual, social, and cultural development through involvement in activities, organizations, and programs which provide out-of-class learning opportunities. The Student Life staff includes a Director and three Assistant Directors. Among staff responsibilities are management of the La Salle Union, advisement of various student organizations, coordination of leadership development programs, interpretation of University policies, coordination of Greek organizations, and administration of the student activities budget system. Student Life also programs entertainment in Backstage.

La Salle recognizes that student activities are an important part of a student's education that enhance the development of social and leadership skills. All students are encouraged to participate in one or more activities and to share with other students the general program of events provided by La Salle University and the student organizations.

The Student Life Office can provide information on joining organizations or student life in general.

La Salle Union — Room 205
Monday–Thursday 8:30 a.m.–7:30 p.m.
Friday 8:30 a.m.–4:30 p.m.
951–1371

Union Information Center

This service facility is the center for information on campus. The Union Information Center has up-to-date listings of programs held in the Union and other campus buildings and is the headquarters for lost and found, individual game basketball tickets, and room and equipment reservations.

La Salle Union — First Floor
Monday–Thursday 8:00 a.m.–12:00 a.m.
Friday–Saturday 8:30 a.m.–1:00 a.m.
Sunday 8:30 a.m.–11:00 p.m.
951–1375

Urban Studies and Community Services Center

The Urban Studies and Community Services Center is dedicated to community education, community service, and neighborhood research. The Urban Studies and Community Services Center emphasizes programs and projects which benefit the four surrounding neighborhoods of Germantown, Logan, Olney, and West Oak Lane (the "GLOW" area).

The Urban Center's purpose is to assist in the physical, social, cultural, and economic improvement of nearby neighborhoods through a variety of educational, research, and technical assistance programs. At the same time, the Urban Center aims to improve interracial understanding and cooperation between La Salle and its neighbors.

The Urban Center sponsors the Adult Learning Project (a literacy and ESL program), GED testing service, and an annual Community Service Awards Banquet. It cooperates with other departments to provide internships, placements, and service opportunities for students.

1923 Olney Avenue
Monday–Friday 8:30 a.m.–4:30 p.m.
951–1187

WHERE TO GO FOR ANSWERS

QUESTION
PERSON/PLACE
✉ LOCATION
☎ EXTENSION

ABSENCE FROM EXAMS
Individual Instructors

ACADEMIC ADVISING
Arts and Sciences

Dr. Alice Hoersch
Associate Dean
✉ 312 Administration Center
☎ 1269

Mr. Harry McManus,
Administrative Assistant to the Dean
✉ 313 Administration Center
☎ 1042

Business Administration

Ms. Susan Mudrick, Assistant Dean
✉ 214 Administration Center
☎ 1040

ACADEMIC CLUBS/ACTIVITIES

Department Chairs
✉ See pages 5–6

ACADEMIC DISCOVERY PROGRAM

Mr. Robert Miedel,
Director of Academic Discovery Program
✉ 310 Olney Hall
☎ 1084

ACTIVITIES

Ms. Kathleen Schrader
Director of Student Life
✉ 205 La Salle Union
☎ 1371

Entertainment/Programming

La Salle Entertainment Organization (LEO)
✉ 304 La Salle Union
☎ 1381

Backstage

Mr. Benjamin Alvarez
Assistant Director of Student Life
✉ 205 La Salle Union
☎ 1371

ADDING COURSES

Registrar's Office
✉ Third Floor Administration Center
☎ 1020

ADMISSIONS
Day

Br. Gerald Fitzgerald, F.S.C.
Director of Admissions
✉ Second Floor Benilde Hall
☎ 1500

Graduate Admissions

Graduate Program Directors
See page 7

School of Continuing Studies

Ms. Jane Maloney
Admissions Advisor
✉ 219 Administration Center
✉ 1235

ADULT CHILDREN OF ALCOHOLICS

Philadelphia A.A./ALANON
☎ 545–4023

Campus Contact/Mr. Robert Chapman
☎ 951–1355

ALCOHOL AND DRUG PROGRAM

Mr. Robert Chapman
Drug and Alcohol Program Coordinator
✉ Counseling Center, First Floor McShain Hall
☎ 1355

ALCOHOLICS ANONYMOUS

Philadelphia
☎ 545–4023 (24 hours)

Campus Contact
☎ 533–0477

WHERE TO GO FOR ANSWERS

WHERE TO GO FOR ANSWERS

AUDIO-VISUAL EQUIPMENT

Mr. Mike Sweeder
Director of Audio-Visual Services
✉ 119 Olney Hall
☎ 1220

BASKETBALL TICKETS

Season Tickets – Athletic Department
✉ Hayman Hall
☎ 1545

Individual Game Tickets – Information Center
✉ First Floor La Salle Union
☎ 1375

CAMPUS MINISTRY

Br. Charles Echelmeier, F.S.C.
Director of Campus Ministry
✉ First Floor College Hall
☎ 1048

CAMPUS NEWSPAPER

Ms. Jean-Michelle Williams
Editor-in-Chief
✉ La Salle Union - Lower Level
☎ 1398

CAMPUS STORE

Mr. Timothy Hassall
Assistant Manager
✉ First Floor Wister Hall
☎ 1395

CAREER AND GRADUATE SCHOOL INFORMATION

Career Planning and Placement Bureau
✉ Fourth Floor Administration Center
☎ 1075

CHANGE OF ADDRESS, PHONE NUMBER, AND/OR NAME

Registrar's Office
✉ Third Floor Administration Center
☎ 1020

CHANGE OF MAJOR

Department Chairs
See page 5

Arts and Sciences

Br. James Muldoon, F.S.C., Dean, School of Arts and Sciences
✉ 310 Administration Center
☎ 1042

Business Administration

Dr. Joseph Kane, Dean, School of Business Administration
✉ 216 Administration Center
☎ 1040

COMMENCEMENT ACTIVITIES

Ms. Kathleen Schrader, Director of Student Life
✉ 205 La Salle Union
☎ 1371

COMPUTER CENTER

Academic Computing

Dr. Stephen Longo, Director of Academic Computing
✉ Wister Lab, Wister Hall Lower Level
☎ 1803

Administrative Computing

Mr. Jack Porcelli, Director of Computer Resources
✉ 302 College Hall
☎ 1045

COPIES (Photo Copy Machines)

Duplicating Department
✉ Lobby
Library
✉ Every floor (Coin or Card Operated)

CONTINUING EDUCATION FOR WOMEN (CEW)

Dr. Edna Wilson
Asst. Dean/ CEW Director
✉ 220 Administration Center
☎ 1060

COOPERATIVE EDUCATION

Mr. Louis Lamorte
Director of Cooperative Education
✉ 413 Administration Center
☎ 1075

COUNSELING

Dr. Frank Schreiner
Director of Counseling Center
✉ First Floor McShain Hall
☎ 1355

DEGREE REQUIREMENTS

Department Chairs
✉ See page 5

Arts and Sciences

Br. James Muldoon, F.S.C.
Dean, School of Arts and Sciences
✉ 310 Administration Center
☎ 1042

Business Administration

Dr. Joseph Kane
Dean, School of Business Administration
✉ 216 Administration Center
☎ 1040

DIPLOMA INFORMATION AND DISTRIBUTION

Registrar's Office
✉ Third Floor Administration Center
☎ 1020

DISCIPLINARY/JUDICIAL MATTERS

Ms. Nancy Brewer
Assistant to the Vice President for Student Affairs
✉ 308 Administration Center
☎ 1374

DROPPING COURSES

Registrar's Office
✉ Third Floor Administration Center
☎ 1020

DUPLICATING

Ms. Linda Ferrante, Director of Mail and Duplicating Services
✉ McCarthy Stadium East Stands
☎ 1038

EMERGENCIES

Medical

Ms. Rosalea McLemore,
Director of Student Health Services
✉ Student Health Services, St. George Hall, North Halls
☎ 1565

Germantown Hospital and Medical Center
✉ Penn and Wister Streets
☎ 951–8000

Albert Einstein Medical Center
✉ York and Tabor Roads
☎ 456–7890

Security

Security Headquarters
✉ Carriage House — Peale Estate
☎ 1111

FINANCIAL AID

Ms. Wendy McLaughlin
Director of Financial Aid
✉ First Floor Benilde Hall
☎ 1070

FOOD SERVICES

Mr. Stephen Greb
Director of Food Services
✉ La Salle Union Lower Level
☎ 1388

WHERE TO GO FOR ANSWERS

GRADES

Individual Instructors

Department Chairs
✉ See Pages 5–6

Academic Deans

Registrar's Office
✉ Third Floor Administration Center
☎ 1020

HEALTH PROBLEMS — Information

Ms. Rosalea McLemore,
Director of Student Health Services
✉ St. George Hall, North Halls
☎ 1565

HONORS PROGRAM

Mr. John Grady
Director of Honors Program
✉ Lower Level McShain Hall
☎ 1360

HOUSING

Campus

Mr. Ronald Diment
Director of Resident Life
✉ Resident Life Office, North Halls
☎ 1550

Off-Campus

Resident Life Office
✉ North Halls
☎ 1550

HUMANITIES LABORATORY (Language Laboratory)

Mr. William McBride
Director of Humanities Laboratory
✉ 200 Olney Hall
☎ 1203

IDENTIFICATION CARDS

Security
✉ Carriage House — Peale Estate
☎ 1300

INSURANCE

Health

Ms. Rosalea McLemore,
Director of Student Health Services
✉ St. George Hall, North Halls
☎ 1565

Personal Property

Mr. Ronald Diment
Director of Resident Life
✉ Resident Life Office, North Halls
☎ 1550

INTERCOLLEGIATE ATHLETICS

Mr. Robert Mullen
Director of Recreation and
Intercollegiate Athletics
✉ Second Floor Hayman Hall
☎ 1515

INTERNATIONAL STUDENT SERVICES

Dr. Joanne Barnett
Asst. Provost for Multi-Cultural and International Affairs
✉ 202 Admnistration Center
☎ 1948

INTERVIEWS (On–Campus)

Mr. Thomas Reifsteck,
Director of Career Planning and Placement
✉ Fourth Floor Administration Center
☎ 1075

INTRAMURALS

Mr. Peter D'Orazio
Director of Intramurals
✉ Second Floor Hayman Hall
☎ 1545

JOBS

On-Campus (Work Study or Budget)

Financial Aid Office
✉ First Floor Benilde Hall
☎ 1070

Off-Campus (Professional or Summer)

Career Planning and Placement
✉ Fourth Floor Administration Center
☎ 1075

LA SALLE ENTERTAINMENT ORGANIZATION

Ms. Liza DeGuzman
President
✉ 304 La Salle Union
☎ 1381

LA SALLE IN EUROPE

Dr. Bernhardt Blumenthal
Director, La Salle-in-Europe
✉ 241 Olney Hall
☎ 1200

LIBRARY

Mr. John Baky
Acting Director of Library
✉ First Floor Connelly Library
☎ 1285

LOCKERS (Union Lounge)

Information Center

✉ 205 La Salle Union
☎ 1371

LOST AND FOUND

Campus

Information Center
✉ First Floor La Salle Union
☎ 1375

Residence Halls

Resident Life Mailroom
✉ North Halls Complex
☎ 1550

MAIL

Faculty/Administration/Student Organizations

University Mailroom
✉ McCarthy Stadium East Stands
☎ 1038

Resident Students

Resident Life Mailroom
✉ North, South, and West Halls' Mailrooms
☎ 1550

NURSING PROGRAM

Dr. Gloria Donnelly
Chair, Department of Nursing
✉ 201 Administration Center
☎ 1430

OFF–CAMPUS PROGRAMS

School of Continuing Studies
✉ Second Floor Administration Center
☎ 1234

PASS/FAIL OPTION

Registrar's Office
✉ Third Floor Administration Center
☎ 1020

PAYROLL/PERSONNEL

Ms. Rose Lee Pauline
Director of Personnel
✉ First Floor Administration Center
☎ 1014

PERSONAL, ACADEMIC, AND CAREER COUNSELING

Counseling Center
✉ First Floor McShain Hall
☎ 1355

POSTER PRINTER (Copy Enlargements)

Mr. Benjamin Alvarez
Advisor, LEO
✉ 205 La Salle Union
☎ 1371

PUBLIC/COMMUNITY/ NEIGHBORHOOD RELATIONS

Br. Andrew Bartley, F.S.C.
Director of Public Affairs
✉ 405 Administration Center
☎ 1881

PUBLICITY/MEDIA RELATIONS

Mr. Robert Lyons
Director of News Bureau
✉ Second Floor Benilde Hall
☎ 1081

RADIO STATION

WEXP
✉ 302 La Salle Union
☎ 1378

WHERE TO GO FOR ANSWERS

REFUNDS OF CREDIT BALANCE ON STUDENT ACCOUNTS

Financial Aid Office
✉ Benilde Hall
☎ 1070

RESIDENT STUDENT ASSOCIATION

Ms. Alison Rush
President
✉ St. Cassian Hall
☎ 991–2117

RESUMES

Consulting

Career Planning and Placement
✉ Fourth Floor Administration Center
☎ 1075

Typesetting

Desktop Publishing Center
✉ 200 Olney Hall
☎ 1907

Printing

Duplicating and Mail Service
✉ McCarthy Stadium East Stands
☎ 1038

ROOM RESERVATIONS

Meeting Rooms

Information Center
✉ First Floor La Salle Union
☎ 1375

Lounges (Residence Halls)

Resident Life Office
✉ North Halls Complex
☎ 1550

SCHOOL RINGS

Campus Store
✉ First Floor Wister Hall
☎ 1395

SECURITY

Mr. John Travers
Director of Campus Security
✉ Carriage House — Peale Estate
☎ 1310

SNOW NUMBER

DAY - 105
EVENING - 2105

STUDENTS' GOVERNMENT ASSOCIATION

Mr. Tom Cella
President
✉ 303 La Salle Union
☎ 1385

STUDENT ORGANIZATION INFORMATION

Ms. Karen Shields
Assistant Director of Student Life
✉ 205 La Salle Union
☎ 1371

SUMMER SESSIONS

Dr. Glenda Kuhl
Dean, School of Continuing Studies
✉ Second Floor Administration Center
☎ 1234

SUPPLIES

Campus Store
✉ First Floor Wister Hall
☎ 1395

TEXTBOOKS

Campus Store
✉ First Floor Wister Hall
☎ 1397

TRANSCRIPTS

Registrar's Office
✉ Third Floor Administration Center
☎ 1020

TRANSFER OF CREDITS

Arts and Sciences

Br. James Muldoon, F.S.C, Dean,
School of Arts and Sciences
✉ 310 Administration Center
☎ 1042

Business Administration

Dr. Joseph Kane, Dean, School of Business Administration
✉ 216 Administration Center
☎ 1040

TUTORING

Dr. Annette Onema
Coordinator of Tutorial Services
✉ 315 Olney Hall
☎ 1123

URBAN STUDIES AND COMMUNITY SERVICES CENTER

Ms. Millicent Carvalho
Director
✉ 1923 West Olney Avenue
☎ 1187

VENDING

Food and Beverages

Food Services
✉ La Salle Union Lower Level
☎ 1388

Video Games, Laundry Refunds (Residence Halls)

Housing Services Window
✉ North Halls Complex
☎ 1550

Video Games (Clubroom)

Information Center
✉ La Salle Union
☎ 1375

VOLUNTEER PROGRAMS

Ms. Rosemary Barbera
Associate Director, Campus Ministry
✉ First Floor College Hall
☎ 1387

WITHDRAWAL FROM THE UNIVERSITY

Arts and Sciences

Br. James Muldoon, F.S.C., Dean,
School of Arts and Sciences
✉ 310 Administration Center
☎ 1042

Business Administration

Dr. Joseph Kane, Dean, School of Business Administration
✉ 216 Administration Center
☎ 1040

WORK STUDY PROGRAM

Application and Placement

Financial Aid Office
✉ First Floor Benilde Hall
☎ 1070

YEARBOOK

Mr. Paigeann Fugaro
Editor
✉ 300 La Salle Union
☎ 1380

Student Organizations

Co-curricular and extra-curricular activities are an integral part of all students' education and development. Participation in student governance, student organizations, Greek life, or the events and activities which they sponsor afford La Salle University students the opportunity to make friends, establish contacts, develop professional and social skills, and simply have fun!

There are more than ninety active student organizations on campus. Their interests are sure to match one or more of yours! The entire gamut of programming- from educational, cultural, or social programming to community service and political involvement - can be explored by merely calling or writing the student organization. Many of these groups also set up tables in the Union for recruiting at the start of the academic year.

If you have any questions about student organizations and activities, stop by the Student Life Office, Union 205, where the staff will be happy to address your needs.

Student Governance

The Students' Government Association (S.G.A.) is the officially recognized representative of the student body. S.G.A. will address questions, problems, or concerns from individual students. In addition, S.G.A. sponsors several annual campus events including Open House and the Tuition Raffle.

Each Spring, the student body elects the S.G.A. President, four Vice-Presidents (Academic Affairs, Student Affairs, Business Affairs, and Public Affairs) and fifteen Senators (five per class). Five freshman Senators are elected in the Fall. Elected members serve on nearly every major University committee.

✉ La Salle Union - Room 303
Box 719
☎ 951-1385

Resident Student Association (RSA) is an umbrella organization which provides a structure for resident students to assist other students, develop leadership, create social and educational opportunities, and represents the voice of resident students to the University. Elections for the five area governments and two community associations are held during the third or fourth week of the academic year.

✉ St. Cassian Hall - First Floor
Box 667
☎ 991-2117

Student Organizations

Programming Organizations

La Salle Entertainment Organization (LEO) plans and schedules campus entertainment and social events such as concerts, films and comedy/variety acts and is responsible for much of the annual Spring Fling. New members who want to help select the year's entertainment schedule and become involved in diverse programming activities are always welcome.

✉ La Salle Union - Room 304
Box 669
☎ 951-1381

African American Students League (AASL) presents activities from a multicultural perspective and coordinates Black History Month.

✉ La Salle Union - Room 305
Box 723
☎ 951-1005

Hillel schedules events and activities that encompass the Jewish culture and religion.

✉ Box 722

P.O.W.E.R. designs programs and publications dealing with gender-related issues.

✉ Box 653

Student Media

Collegian - La Salle's weekly student newspaper

✉ La Salle Union - lower level
Collegian - Campus Mail
☎ 951-1398

Explorer - the yearbook

✉ La Salle Union - Room 300
Box 685
☎ 951-1380

Grimoire - the annual literary magazine

✉ La Salle Union - Room 305
Box 709
☎ 951-1005

LaSPAM - the La Salle Political Awareness Magazine

✉ Box 676

WEXP - the campus-carrier-current radio station (AM 89.5) and "Underground Sound That's Changing La Salle"

✉ La Salle Union - Room 302
Box 701
☎ 951-1003

Inter-Fraternity Sorority Council

Inter-Fraternity Sorority Council promotes cooperation and coordination between all Greek organizations on campus.

✉ I.F.S.C.
Box 679

Fraternities

Alpha Chi Rho	ΑΞΡ	696
Delta Sigma Pi (Business)	ΔΣΠ	682
Phi Beta Sigma	ΦΒΣ	714
Phi Gamma Delta	ΦΓΔ	702
Phi Kappa Theta	ΦΚΘ	704
Pi Kappa Phi	ΠΚΦ	692
Sigma Beta Kappa	ΣΒΚ	681
Sigma Phi Epsilon	ΣΦΕ	712
Sigma Phi Lambda	ΣΦΛ	703
Tau Kappa Epsilon	ΤΚΕ	721

Sororities

Alpha Theta Alpha	ΑΘΑ	686
Delta Phi Epsilon	ΔΦΕ	655
Delta Sigma Theta	ΔΣΘ	717
Gamma Phi Beta	ΓΦΒ	654
Gamma Sigma Sigma	ΓΣΣ	725
Phi Gamma Nu (Business)	ΦΓΝ	732

Music/Theater/Speech

Gavel Society - La Salle's nationally ranked forensics team
✉ Box 689

Jazz/Pep Band - performs on- and off-campus concerts and at athletic events
✉ La Salle Union - Room 309A
Box 688
☎ 951-1002

La Salle Singers - men's and women's vocal ensemble
✉ La Salle Union - Room 307A
Box 701
☎ 951-1003

Masque - the theater organization staging musical, comedy, and dramatic productions
✉ Box 700
☎ 951-1410 (Box Office)

Student Organizations

Honor Societies

Alpha Epsilon Delta (Pre-Med) 672
Alpha Epsilon Rho (Communication) 658
Alpha Iota (Criminal Justice) 739
Beta Alpha (Accounting) 675
Business Administration Honor Society 652
Gamma Iota Sigma (Risk Management) 684
Kappa Mu Epsilon (Math) 680
Lambda Iota Tau (English) 694
Nursing Honor Society 692
Omicron Delta Epsilon (Economics) 664
Phi Alpha Beta (Biology) 687
Phi Sigma Iota (Foreign Language) 705
Pi Delta Phi (French) 708
Psi Chi (Psychology) 710
Sigma Delta Pi (Spanish) 682

Co-Curricular Organizations

Accounting Association 671
American Product and Inventory Control Society 730
Association for Business Excellence 715
Association of Computing Machinery 680
Chymian Society (Chemistry) 678
Computer Science/Math Club 695
Criminal Justice Association 739
Council for Exceptional Children 711
Council for Professional Leadership 656
Data Processing Management Association 660
French Club 668
Geology Club 731
German Club 690
Graduate Student Association Graduate Religion
Health Care Administration Society 661
Historical Society 691
Investment Club 734
Italian Club 693
Marketing Association 699
MBA Students Association 736
Philosophy Club 663
Psychology Club 710
Registered Nurses Organization 677
Sociological Association 687

Spanish Club 665
St. Thomas More Law Society 718
Student Economic Association 683

Extra-Curricular Organizations

Amnesty International 726
A-Asia (American-Asian Student Intercultural Association) 697
Black Residents' Support Council 724
Club Earth 738
College Republicans 716
Committee for the Homeless 729
Continuing Studies Student Council School of Continuing Studies
Covenant House Campus Ministry
Cycling/Racing Club Hayman Hall
GAELS (Irish Club) 621
Ice Hockey Club 647
International Club 666
Karate Club 651
Museum Associates Art Museum
Peer Counseling Group 706
Right to Life Committee 740
Rugby Club 646
Volleyball Club TBA
Student Political Association 643
Student Social Work Association 657
Ukrainian Club 735

Exploring Philadelphia

Where to find ...

AUTOMOTIVE REPAIRS AND SUPPLIES

Belfield Tire, Inc.
5143 Belfield Avenue
844–1179

Keystone AAA
2040 Market Street
864–5000

Midas
5534 Wayne Avenue
849–1300

Pep Boys
6200 Stenton Avenue
549--6570

R&S Strauss Auto Shop
2156 Stenton Avenue
548–4396

BANKS

Beneficial Savings Bank
Broad and Chew Streets
924-5741

First Pennsylvania Bank
5601 Broad Street & Olney Avenue
548-4161

Fidelity Bank
417 West Olney Avenue
549-9600

Germantown Savings Bank
Front & Olney Plaza
927-2434

Mellon Bank
5604 North Fifth Street
224-6900

Meridian Bank
One and Olney Plaza
224-3200

Philadelphia National Bank
Adams Avenue and Tabor Road
800-225-5762

Philadelphia National Bank
Market Square of Chestnut Hill
800-225-5762

PSFS
Market Square of Chestnut Hill
242-4477

BOWLING ALLEY

Adams Bowling Lanes
Adams Avenue and Foulkrod Street
533–1221

CHURCH SERVICES

Roman Catholic

De La Salle Chapel
College Hall — First Floor
Mass — Sunday: 11:00 a.m., 6:30 p.m.

Holy Child
5220 North Broad Street
Mass — Sunday: 8:00 & 10:00 a.m., 12:00 p.m.

Immaculate Conception
Price and Ardleigh Streets
Mass — Saturday: 5:00 p.m.
Sunday: 8:30 a.m., 11:00 a.m.

St. Vincent
Price and Lena Streets
Mass — Saturday: 5:00 p.m.
Sunday: 9:30 a.m., 11:30 a.m.

Other Denominations

See Campus Ministry for information.

DRY CLEANING

Emerald Cleaners
1341 West Olney Avenue
276-9760

Jin's Dry Cleaners
5615 North Broad Street
927--1991

ENTERTAINMENT/ CONCERTS

23 East Cabaret
23 East Lancaster Avenue, Ardmore
896–6420
* Proper I.D. required

Academy of Music
Broad and Locust Streets
893–1930

Ambler Cabaret
43 East Butler Pike, Ambler
646–8117
* Proper I.D. required

Amazon Club - *seasonal hours*
just north of Benjamin Franklin Bridge
Delaware Avenue and Vine Street
923–3100
* Must be 22 years old

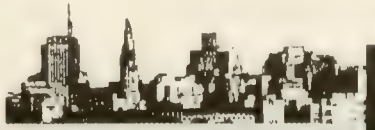
Bank Street Comedy Club
31 Banks Street
226-5781

Bleachers, Philly's Real Sports Bar
Delaware Avenue at Spring Garden Street
629–9800
* Proper I.D. required

Brown's Kitchen and Dance Bar
The Bourse Building
5th and Market Streets
* Proper I.D. required

Chestnut Cabaret
between Market and Chestnut Streets
382–1201
* Proper I.D. required

Charley's Place / Flashbacks
555 City Line Ave.
667–9717
* Proper I.D. required



ENTERTAINMENT/ CONCERTS (continued)

Comedy Works
126 Chestnut Street
922–5997
* Proper I.D. required

J.C. Dobbs
304 South Street
928–1943
* Proper I.D. required

Electric Factory Concerts
568–3222

Forrest Theater
Ninth and Walnut Streets
923–1515

Going Bananas
613 South Second Street
226–2621
* Proper I.D. required

Market Street Live
8th and Market Streets
829–2400
* Proper I.D. required

Pulsations
Route 1 (242 Baltimore Pike)
Glenn Mills
459–4140
* Proper I.D. required

Quincy's
at the Adam's Mark Hotel
City Line and Monument Road
581–5000
* Proper I.D. required

Roxxi
602 South Second Steet
925–7999
* Proper I.D. required

Shubert Theater
250 South Broad Street
732-5446

Spectrum Concert Information
336–3600

TICKETMASTER
336–2000

TICKETRON
215-336-2000

TLA (Theater of the Living Arts)
334 South Street
922–1010

Tower Theater (Concerts)
69th and Ludlow
Upper Darby
352–0313

Trocadero
1003–05 Arch Street
* Proper I.D. required

Walnut Street Theater
825 Walnut Street
574–3550

FLORISTS

Charles F. Kremp, III
5515 North Fifth Street
924–3020

Zavalis Flower Shop
60 West Chelten Avenue
843–2064

FOOD SHOPPING

Acme Food Market
Rising Sun Plaza,
Adams and Rising Sun Avenues
728-9369

A-Plus Mini Market
Belfield and Ogontz Avenues

Shop Rite Food Market
One and Olney Square
224-7500

Sim's Food Market
5565 Wister Street & Chew Avenue
438-8794

Super Fresh Food Market
Olney Avenue and B Street
329-1971

Super Fresh Food Market
Wayne and Chelten Avenues
843-1332

GOLF

Burholme Golf - Driving Range
401 West Cottman Avenue
742-2380

Putt-Putt Miniature Golf Course
Cottman and Pennway Avenues
745-9175

Walnut Lane Golf Course
800 Walnut Lane
482-3370

HOSPITALS

Albert Einstein Medical Center
York and Tabor Roads
456–7890

Germantown Hospital and Medical Center
One Penn Boulevard
951–8000

Temple University Hospital
3401 North Broad Street
221–2000

HOTELS

Adam's Mark Hotel
City Line Avenue
581–5000

Days Inn
530 Pennsylvania Avenue
Fort Washington
643–1111

Days Inn
4200 Roosevelt Boulevard
289–9200

Holiday Inn
4100 Presidential Boulevard
477–0200

Holiday Inn
423 Pennsylvania Avenue, Fort Washington
643–3000

Ramada Inn
Commerce Drive
Fort Washington
542–7930

MOVIES

AMC Andorra 6
Ridge and Henry Avenues
482–2133

AMC Orleans 8
Bustleton Avenue (just above of Cottman)
728–7575

ERIC Twin Chestnut Hill
Market Square of Chestnut Hill
242–1122

GCC Plymouth Meeting 1&2
Plymouth Meeting Mall
Germantown Pike
825–0312

GCC Franklin Mills Mall 10
Woodhaven and Knights Roads
(across from Franklin Mills)
281–2750

Ritz 5
214 Walnut Street
925–7900

Sameric 4
1908 Chestnut Street
567–0604

Sam's Place 1&2
19th and Chestnut
972–0538

PHARMACIES

CVS
5th Street and Godfrey Avenue
548–1117

Esquire Drug Co.
5701 North Broad Street
424–7400

Rite Aid
5612 North Fifth Street
927–0366

Thrift Drug
71–73 West Chelten Avenue
844–7612

Thrift Drug
Market Square of Chestnut Hill
242–8022

POST OFFICES

✉ Broad & Stenton Avenue

✉ 315 West Olney
924-2612

RESTAURANTS, TAKE OUT, and FAST FOOD

Bob's Big Boy Restaurant
4310 Roosevelt Boulevard
743-4161

Brittingham's Irish Pub
640 Germantown Pike
828–7351
($) Average entree over $5.00)

Burger King
6601 North Broad Street
424-9565

Campbell's Place
8337 Germantown Avenue
242–2066
($) Average entree over $5.00

The China Wok - *will deliver*
Ford Road & Cranston
878–6811

The Depot - *live entertainment*
8515 Germantown Avenue
247–6700
($) Average entree over $5.00

El Torito
City Line Avenue and Presidential Boulevard
878–9434
($) Average entree over $5.00

Explorer's Den - *La Salle's local favorite*
Olney Avenue and Wister Street

The Great Wall Chinese Restaurant
4302 Roosevelt Boulevard
288–2945

Greene Hedges Restaurant
6020 Greene Street
844–6020
($) Average entree over $5.00

Mario's (Sala's) - *will deliver*
1624 West Olney Avenue
424–1212

McDonald's
5585 Broad Street and Olney Avenue
424-9964

Mil-Lee's Luv-Inn Diner - *Open 24 hours - the Sexiest Food in Town*
5717 Rising Sun Avenue
722-1400

Oak Lane Diner
6528 Broad Street
424-1026

Peppino's Restaurant and Pizzeria - *will deliver*
5640 North Fifth Street
224–2488

Pizza Hut
234 West Chelten Avenue
842–1900
842–1904 *for delivery*

Pizza Hut
1401 66th Avenue & Broad Street
927–7560

Rosebud's
8201 Germantown Avenue
248–0990
($) Average entree over $5.00

Roy Roger's
6235 North Broad Street
276-3390

Sizzlers
501 Adams Avenue
725-2506
($) Average entree over $5.00

Town Hall Pizza - *will deliver*
5920 Germantown Avenue
843–8400

RESTAURANTS (continued)

Valley Green Inn
Springfield Avenue & Wissahickon Creek
247–1730
($) Average entree over $5.00

Wendy's Old Fashion Hamburgers
Broad Street and Champlost Avenue

J.B. Winberie Restaurant
8229 Germantown Avenue
247–6710
($) Average entree over $5.00

The White Dog Cafe
3420 Sansom
386–9224

SHOPPING CENTERS

Hechinger Plaza

➤ Adams & Rising Sun Avenues
SEPTA Bus Route 18 East

- ☆ Hechinger's
- ☆ Wear-Guard
- ☆ Sunshine Blues
- ☆ Erol's Video Club
- ☆ The Hair Cuttery
- ☆ Party Land
- ☆ Lee's Hoagie House
- ☆ Little Caesar's

One and Olney Square

➤ Front Street & Olney Avenue
SEPTA Bus Route 18 or 26 East

- ☆ Burger King
- ☆ Meridian Bank
- ☆ L.A. Video
- ☆ Strawberries
- ☆ Kim's Karate
- ☆ Caldor
- ☆ G&G Shop
- ☆ Marianne Plus
- ☆ Fayva Shoes
- ☆ Fashion Bug/Fashion Bug Plus
- ☆ Curtains and Home
- ☆ Emperor Jewelers
- ☆ Woolworth's
- ☆ Channel Home Center
- ☆ Rent-a-Center
- ☆ Wine and Spirits
- ☆ Shop Rite Pharmacy
- ☆ Shop Rite
- ☆ Thrift Drug
- ☆ Accent on Animals
- ☆ Stecher's Cards and Gifts
- ☆ Radio Shack
- ☆ Villa Pizza
- ☆ Germantown Savings Bank
- ☆ Nationwide Sleep Centers
- ☆ China House
- ☆ Hair Performers

Rising Sun Plaza

➤ Adams and Rising Sun Avenue
SEPTA Bus Route 18 East

- ☆ Roy Rogers' Restaurant
- ☆ Clover
- ☆ Jerry's Fruit and Deli
- ☆ Best Price Clothing
- ☆ Athlete's Foot
- ☆ Charles
- ☆ 16 Plus
- ☆ Thom McCan Shoes
- ☆ Command Performance Hair Salon
- ☆ Radio Shack
- ☆ Merit Outlet Store
- ☆ Spain's Gifts and Cards
- ☆ The Camera Shop
- ☆ Royal Auto
- ☆ Philadelphia Electric Company
- ☆ Office Warehouse
- ☆ Eye Options
- ☆ Fergueson Jewelers
- ☆ Western Warehouse
- ☆ Haband
- ☆ AT&T Phone Center
- ☆ Fashion Bug Plus
- ☆ Farber's Linens
- ☆ Living Well Lady
- ☆ Fayva
- ☆ Better Bedding Buys
- ☆ General Nutrition Center
- ☆ Rite Aid
- ☆ Acme

OTHER SHOPPING DISTRICTS

Fifth Street

➤ along Fifth Street & Olney Avenue
SEPTA Bus 18 or 26 East to Fifth Street

The Bourse

➤ Fifth & Market Streets
SEPTA Bus 26 or 18 East to Broad, take Subway South to City Hall, use Free Interchange (stairway #3) to Market/Frankford Line. Take this to Fifth Street exit. Get off and walk north on Fifth Street

Chestnut Hill

➤ 7600–8800 Germantown Avenue, NW of the University
SEPTA Bus 26 West to Chelten, transfer to 23 trolley to Chestnut Hill, or SEPTA Bus 18 or 26 East to Broad, transfer to L bus to Chestnut Hill

Chinatown

➤ along 10th & Race Streets
Subway South to Girard, transfer to Ridge Avenue Spur to Chinatown, or Subway South to City Hall, transfer to Market Street Line (east) to 8th and Market, walk east to 10th

Franklin Mills

➤ Knights & Academy Roads
SEPTA Bus 26 East (Franklin Terminal) to Roosevelt and Harbison. Transfer to SEPTA Bus 20 North to mall

The Gallery Broad & Olney

➤ 8th–11th and Market Streets
Subway South to City Hall, transfer to Market Street Line (east) to 8th or 11th

King of Prussia Plaza and The Court at King of Prussia

➤ Route 202, King of Prussia
SEPTA Bus 26 or 18 (East) to Broad, take Subway South to City Hall. Walk to Suburban Station, take SEPTA Bus 45

Montgomery Mall

➤ Route 309, Montgomeryville
Walk to Wister and Nedro. Take SEPTA Bus L North to Germantown and Bethlehem Pike. Take SEPTA Bus 94 to mall

Old City Area

➤ Independence Hall, Fifth & Chestnut Streets
Subway South to City Hall, transfer to Market Street Line (east) to Fifth and Market Streets, walk to Second

Plymouth Meeting Mall

➤ Germantown Pike, Plymouth Meeting
SEPTA Bus L North at Broad and Olney. Take to mall

South Street/ New Market

➤ 2nd and South Streets
Subway South to Lombard, walk south to South Street, take 40 bus (East) to South Street area

Willow Grove Mall

➤ Easton & Moreland Roads, Willow Grove
SEPTA Bus 18 or 26 East to Broad. Walk to bus stop at Esquire Drugs, take 22 or 55 to mall

SPORTS EVENT & TICKET INFORMATION

Eagles
463–5500

Flyers
755–9700

Phillies
463–1000

76ers
339–7676

TOURIST INFORMATION

Mayor's Office
686–2250

Visitors Center
636–1666

TRANSPORTATION

Amtrak Information
824–1600

Greyhound/Trailways
West Olney Avenue at Broad (station)
931–4000 (main office)

SEPTA Transit Information
574–7800

Philadelphia International Airport
492–3181

United Cab Company
625–2881

Yellow Cab Company
922–8400

VIDEO RENTALS

Erol's Video
Hechinger Plaza

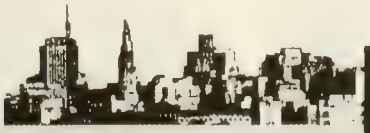
L.A. Video
One and Olney Plaza

TLA Video
7630 Germantown Avenue
248-4448

West Coast Video
Chelten and Wayne Avenues

West Coast Video
Adams Plaza

West Coast Video
5301 N. Fifth Street



LA SALLE
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SEPTEMBER '91

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1 ➪ NEW STUDENT ORIENTATION ➪ New resident check-in, 8 a.m. - noon ➪ Orientation Liturgy, DLC, noon	**2** ➪ LABOR DAY ➪ NEW STUDENT ORIENTATION ➪ Returning residents check-in, noon - 5:00 p.m.	**3** ➪ NEW STUDENT ORIENTATION ➪ Returning residents check-in, noon - 5:00 p.m.	**4** ➪ *Classes begin* ➪ LEO Comedy Night featuring Lynn & Friends, DRT, 8:00 p.m.	**5** ➪ LEO presents Roseanna, Quad, 12:30 - 1:30 p.m. ➪ Backstage "Live Without a Net" Series featuring Teresa, rock and country music, 9:00 p.m.	**6** ➪ LEO and the Backstage "Get Rocked" Concert Series present Roseanna, dance rock music, 8:30 - 11:30 p.m.	**7** ➪ Field Hockey at West Chester Invitational ➪ Cross Country at Lafayette Invitiational, 11:00 a.m.
8 ➪ Liturgy, DLC, 11:00 a.m. & 6:30 p.m.	**9** ➪ ROSH HASHANAH ➪ Auditions for "The Odd Couple" (female version), DRT, 3:30 p.m. ➪ Monday Night Football, Backstage, 9:00 p.m.	**10** ➪ ROSH HASHANAH ➪ *Last day for late registration* ➪ Auditions for "The Odd Couple," DRT, 3:30 p.m. ➪ Local Band Jam, Backstage, 9:00 p.m. ➪ Meet the Masque, Music Room, 7:30 p.m.	**11** ➪ Men's Soccer vs. Drexel (H) 3:30 p.m. ➪ LEO presents hypnotist Tom DeLuca, DRT, 9 p.m.	**12** ➪ "Live Without a Net" Series featuring Gelfer, Gordon & Brady, Backstage, 9:00 p.m.	**13** ➪ "Return of the Undergraduate Zombie" Happy Hour, Backstage, 3:30 - 6:30 p.m. (proper I.D. required)	**14** ➪ Field Hockey vs. Kent State (H) 11:00 a.m. ➪ Men's Soccer vs. Iona (H) 1:00 p.m. ➪ Cross Country vs. Navy (A), 11:00 a.m.
15 ➪ Liturgies, DLC, at 11:00 a.m. & 6:30 p.m.	**16** ➪ Monday Night Football, Backstage, 9:00 p.m.	**17** ➪ Field Hockey vs. Ursinus (H) 3:30 p.m. ➪ Women's Soccer vs. Iona (H) 4:00 p.m. ➪ Local Band Jam, Backstage, 9:00 p.m.	**18** ➪ YOM KIPPUR ➪ Men's Soccer vs. LeHigh (H) 3:30 p.m. ➪ Backstage "Don't Embarrass Me!" Comedy Series presents The Phillips Brothers, 9:30 p.m.	**19** ➪ CLS presents a poetry reading by Robert Long, DUN, 12:30 p.m.	**20** ➪ Intercollegiate Retreat (contact Campus Ministry) ➪ Backstage "Live Without a Net" Series presents an all request night with THE Dave Binder, 9:00 p.m.	**21** ➪ Intercollegiate Retreat (contact Campus Ministry) ➪ Field Hockey vs. Delaware (A) 1:00 p.m. ➪ Men's Soccer vs. Monmouth (H) 1:00 p.m. ➪ Cross Country at Delaware Invitational, 11:00 a.m.
22 ➪ Liturgies, DLC, at 11:00 a.m. & 6:30 p.m. ➪ Intercollegiate Retreat (contact Campus Ministry) ➪ Women's Soccer vs. Monmouth (A) 1:00 p.m.	**23** ➪ SUKKOT ➪ Monday Night Football, Backstage, 9:00 p.m.	**24** ➪ SUKKOT ➪ Local Band Jam, Backstage, 9:00 p.m. ➪ Women's Volleyball vs. Rutgers (H) 7:00 p.m. ➪ Men's Soccer vs. St. Joseph's (A) 3:00 p.m.	**25**	**26** ➪ *Last day to file for P/F option* ➪ Backstage "Live Without a Net" Series presents Kyle Davis, 9:00 p.m.	**27** ➪ Women's Volleyball vs. Furman (A) 2:00 p.m. ➪ Women's volleyball vs. Duke (A) 7:3 0 p.m. ➪ Movie: "What About Bob?," Backstage, 8:30 & 10:30 p.m.	**28** ➪ Men's Soccer vs. St. Peter's (H) 1:00 p.m. ➪ Women's Soccer vs. Manhattan (H) 2:30 p.m. ➪ Movie: "What About Bob?," Backstage, 9:00 p.m.
29 ➪ Liturgies, DLC, at 11:00 a.m. & 6:30 p.m.	**30** ➪ SHIMINI ATZERET ➪ Yearbook photos for 1992 *Explorer* ➪ Monday Night Football, Backstage, 9:00 p.m.			✓ September 3 - October 4, Fraternity/ Sorority Rush Week ✓ September 16 - 19, Fall room change requests accepted, RLO ✓ September 23 - 27, Diversity Week ✓ Please note: *Backstage offers DJ's and dancing nightly, Tuesday through Saturday* ✓ Please note: *there is a Liturgy at 12:30 p.m. every day that classes or exams are held*		KEY A Away CC Civic Center CLS Concert & Lecture Series DLC de La Salle Chapel DRT Dan Rodden Theater DUN Dunleavy Room H Home

LA SAL
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OCTOBER '91

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
KEY A Away CC Civic Center CLS Concert & Lecture Series DLC de La Salle Chapel DRT Dan Rodden Theater DUN Dunleavy Room H Home		**1** ➪ SIMCHAT TORAH ➪ Men's Soccer vs. Temple (H) 3:30 p.m. ➪ Women's Soccer vs. Rutgers (H) 4:00 p.m. ➪ Local Band Jam, Backstage, 9:00 p.m.	**2** ➪ Yearbook photos for 1992 *Explorer*	**3** ➪ Yearbook photos for 1992 *Explorer*	**4** ➪ Yearbook photos for 1992 *Explorer* ➪ Backstage "Get Rocked" Concert Series presents the Bad Examples, 9:00 p.m. - *free t-shirts!*	**5** ➪ Men's Soccer vs. Siena (A) 1:00 p.m. ➪ Women's Volleyball vs. FDU, St. Peter's, Navy, Villanova (H) ➪ Gavel Society at George Mason U.
6 ➪ Women's Volleyball vs. Fairfield (A) 2:00 p.m. ➪ Women's Volleyball vs. Niagara (A) 4:00 p.m. ➪ Liturgy, DLS, 11:00 a.m. & 6:30 p.m.	**7** ➪ Auditions for "Everything in the Garden," DRT, 3:30 p.m. ➪ Monday Night Football, Backstage, 9:00 p.m.	**8** ➪ Auditions for "Everything in the Garden," DRT, 3:30 p.m. ➪ Local Band Jam, Backstage, 9:00 pm.	**9** ➪ Students' Government Freshmen elections, Union Lobby ➪ Women's Soccer vs. Kutztown (H) 4.00 p.m ➪ Movie "Thelma & Louise," Backstage, 8.30 p.m & 10:30	**10** ➪ LEO Comedy Night with the "Bad Boy of Juggling" and 1990 International Juggling Champion, Mark Nizer, Ballroom, 9:00 p.m.	**11** ➪ Masque performance, "The Odd Couple" (female version), DRT, 8:00 p.m.	**12** ➪ PARENTS' WEEKEND ➪ Parents' Weekend Liturgy at 4:45 p.m., DLC ➪ Masque performance, "The Odd Couple," DRT, 8:00 p.m. ➪ Women's Volleyball vs. George Washington (H) 11:00 a.m
13 ➪ PARENT'S WEEKEND ➪ Cross Country Paul Short Invitational at Lehigh, 11:00 a.m. ➪ Liturgy, DLS, 6:30 p.m. ➪ Masque performance, "The Odd Couple," DRT, 8:00	**14** ➪ COLUMBUS DAY (observed) ➪ Monday Night Football, Backstage, 9:00 p.m.	**15** ➪ Local Band Jam, Backstage, 9:00 p.m.	**16** ➪ African-American Students League presents a debate on Affirmative Action, DRT ➪ Women's Volleyball vs. Drexel (H) 7:00 p.m.	**17** ➪ Masque performance, "The Odd Couple," DRT, 8:00 p.m. ➪ Backstage "Live Without a Net" Series presents Karen Goldberg, 9:00 p.m.	**18** ➪ Masque performance, "The Odd Couple," DRT, 8:00 p.m.	**19** ➪ Admissions Office financial aid workshop, DRT, 9:00 a.m ➪ Masque performance, "The Odd Couple," DRT, 8.00 p.m ➪ Backstage "Get Rocked" Concert Series with Hattrick, 10:00 p.m
20 ➪ Liturgy, DLS, 11:00 a.m. & 6:30 p.m. ➪ Academic Convocation, Union, 3:00 p.m.	**21** ➪ Monday Night Football, Backstage, 9:00 p.m.	**22** ➪ Women's Volleyball vs. Bucknell (H) 7:00 p.m. ➪ Local Band Jam, Backstage, 9:00 p.m.	**23** ➪ Men's Soccer vs. Maryland (A) 1:00 p.m.	**24** ➪ MID-SEMESTER HOLIDAY	**25** ➪ MID-SEMESTER HOLIDAY	**26** ➪ Men's Soccer vs. Fairfield (H) 1:00 p.m. ➪ Women's Volleyball vs. Towson State (A) 1:00 p.m. ➪ Women's Soccer vs. West Point (H) 2:00 p.m.
27 ➪ Cross Country MAAC Championships at Van Cortland Park, NY, 1:00 p.m. ➪ Men's Soccer vs. Niagara (H) 12:00 p.m. ➪ No Liturgies on campus	**28** ➪ MID-SEMESTER HOLIDAY	**29** ➪ Local Band Jam, Backstage, 9:00 p.m.	**30** ➪ *Last day to withdraw from classes* ➪ Men's soccer vs. Textile (H) 2:00 p.m. ➪ Women's volleyball vs. Seton Hall (H) 7:00 p.m.	**31** ➪ HALLOWEEN ➪ Backstage Halloween Party and Blood Curdling Scream Contest (cash prizes), 8:00 p.m.	✓ October 1 - 4, Fraternity/ Sorority Rush Week ✓ October 7-13, Relationship Week ✓ October 14 - 18, Political Awareness Week ✓ October 24-28, Mid-Semester Holiday - residence halls remain open ✓ Please note: *Backstage offers DJ's and dancing nightly, Tuesday through Saturday*	

RACUSE

LA SALLE

NOVEMBER '91

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
KEY A Away CC Civic Center CLS Concert & Lecture Series DLC de La Salle Chapel DRT Dan Rodden Theater DUN Dunleavy Room H Home	✓ November 11 - 15 Justice Week ✓ Please note: *Backstage offers DJ's and dancing nightly, Tuesday through Saturday* ✓ Please note: *there is a Liturgy at 12:30 p.m. every day that classes or exams are held*				**1** ➪ ALL SAINTS' DAY ➪ Liturgy, DLC, at 9:30 a.m., 11:30 a.m., 12:30 p.m., 2:30 p.m. and 7:30 p.m. ➪ Backstage Happy Hour with Chris Peska, 3:30 - 6:30 p.m. (proper ID required)	**2** ➪ Cross Country CTC Championships at Van Cortlandt Park, NY ➪ Backstage "Live Without a Net" Series presents Chris Peska, 9:00 - 11:00 p.m. ➪ Women's Volleyball at Big Five tournament (A) 11:00 a.m.
3 ➪ OPEN HOUSE ➪ Liturgy, DLC, 11:00 a.m. & 6:30 p.m. ➪ Women's Volleyball vs. St. Peter's and Siena (H) 11:00 .am.	**4** ➪ *Pre-registration for Seniors, Registrar's Office, 9:30 - 12:30 p.m.* ➪ Monday Night Football, Backstage, 9:00 p.m.	**5** ➪ ELECTION DAY ➪ *Pre-registration for Seniors, Registrar's Office, 9:30 - 12:30 p.m.* ➪ CLS presents the Grane Trio, DUN, 12:30 - 2.00 p.m.	**6** ➪ *Pre-registration for Seniors, Registrar's Officce, 9:30 - 12:30 p.m.* ➪ Men's Soccer vs. Loyola (A) 2:00 p.m.	**7** ➪ *Pre-registration for Juniors, Registrar's Office, 9:30 - 12:30 p.m.* ➪ Backstage "LIve Without a Net" Series with Sisters Morales, 9:00 p.m.	**8** ➪ *Pre-registration for Juniors, Registrar's Office, 9:30 - 12:30 p.m.*	**9** ➪ Women's Volleyball at MAAC Championship (A) ➪ Men's Soccer at MAAC Championship
10 ➪ Liturgy, DLC, 11:00 a.m. & 6:30 p.m. ➪ Women's Volleyball at MAAC Championship (A) ➪ Men's Soccer at MAAC Championship	**11** ➪ VETERAN'S DAY ➪ Monday Night Football, Backstage, 9:00 p.m.	**12** ➪ Backstage "Don't Embarrass Me!" Comedy Series presents Scott Jones & the Generic Game Show, 9:00 p.m.	**13** ➪ *Pre-registration for Sophomores, Registrar's Office, 9:30 - 12:30 p.m.* ➪ Local Band Jam, Backstage, 9:00 p.m.	**14** ➪ *Pre-registration for Sophomores, Registrar's Office, 9:30 - 12:30 p.m.*	**15** ➪ *Pre-registration for Sophomores, Registrar's Office, 9:30 - 12:30 p.m* ➪ African American Students League presents "Family Feud," Music Room, 7:00 p.m. ➪ Masque performance, "Everthing in the Garden," DRT, 8.00 p.m.	**16** ➪ Cross Country Meet at Lehigh, 10 00 a.m. ➪ Masque performance, "Everthing in the Garden," DRT, 8:00 p.m ➪ Backstage "Get Rocked" Concert Series presents the rhythmadelic sounds of Left Exit - totally unique! 10.00 p.m.
17 ➪ Liturgy, DLC, 11:00 a.m. & 6:30 p.m. ➪ Masque performance, "Everthing in the Garden," DRT, 8:00 p.m.	**18** ➪ *Pre-registration for Sophomores, Registrar's Office, 9:30 - 12:30 p.m.* ➪ Monday Night Football, Backstage, 9:00 p.m.	**19** ➪ Local Band Jam, Backstage, 9:00 p.m.	**20** ➪ *Pre-registration for Freshmen, Registrar's Office, 9:30 - 12:30 p.m.* ➪ Backstage "Live Without a Net" Series presents David Delong, rock and folk guitar, 9:00 p.m.	**21** ➪ *Pre-registration for Freshmen, Registrar's Office, 9:30 - 12:30 p.m* ➪ African American Students League present Charles Blockson, lecturer , Music Room, 7 00 p m ➪ Masque performance, "Everthing in the Garden," DRT, 8:00 p.m	**22** ➪ *Pre-registration for Freshmen, Registrar's Office, 9:30 - 12:30 p.m.* ➪ Masque performance, "Everthing in the Garden," DRT, 8:00 p.m	**23** ➪ Masque performance, "Everthing in the Garden," DRT, 8:00 p.m.
24 ➪ Liturgy, DLC, 11:00 a.m. & 6:30 p.m.	**25** ➪ *Pre-registration for Freshmen, Registrar's Office, 9:30 - 12:30 p.m* ➪ Monday Night Football, Backstage, 9:00 p.m.	**26** ➪ Residence halls close, 5:00 p.m.	**27** ➪ THANKSGIVING HOLIDAY	**28** ➪ THANKSGIVING HOLIDAY	**29** ➪ THANKSGIVING HOLIDAY	**30** ➪ THANKSGIVING HOLIDAY

MERRY X-MAS

DECEMBER '91

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1 ➪ 1st Sunday of ADVENT ➪ Liturgy, DLC, 9:00 p.m.	**2** ➪ HANUKKAH begins ➪ Auditions for "A Funny Thing Happened on the Way to the Forum," DRT, 3:30 p.m. ➪ Monday Night Football, Backstage, 9:00 p.m.	**3** ➪ Auditions for "A Funny Thing Happened on the Way to the Forum," DRT, 3:30 p.m. ➪ Local Band Jam, Backstage, 9:00 p.m.	**4**	**5** ➪ Backstage "Live Without a Net" Series presents Earthwood, duo acoustic guitar and contemporary music	**6** ➪ Backstage Happy Hour, 3:30 - 6:30 p.m. (proper ID required)	**7** ➪ FEAST OF THE IMMACULATE CONCEPTION ➪ Liturgy, DLC, noon ➪ Gavel Society tournament (H) ➪ Backstage "Get Rocked" Concert Series presents Full Stop - reggae & funk!
8 ➪ 2nd Sunday in ADVENT ➪ Liturgy, DLC, 11:00 a.m. & 6:30 p.m.	**9** ➪ Monday Night Football, Backstage, 9:00 p.m.	**10** ➪ Local Band Jam, Backstage, 9:00 p.m.	**11**	**12** ➪ *Graduate classes end*	**13** ➪ *Day Division classes end*	**14** ➪ Midnight Liturgy for the Advent/Christmas Season, DLC, at 11:45 p.m.
15 ➪ 3rd Sunday in ADVENT ➪ Liturgy, DLC, 11:00 a.m. & 6:30 p.m.	**16** ➪ *Final exams*	**17** ➪ *Final exams*	**18** ➪ *Final exams*	**19** ➪ *Final exams*	**20** ➪ *Final exams*	**21** ➪ *Final exams*
22 ➪ WINTER VACATION BEGINS ➪ 4th Sunday in ADVENT ➪ Liturgy, DLC, 11:00 a.m. & 6:30 p.m.	**23**	**24**	**25** ➪ CHRISTMAS	**26**	**27**	**28**
29 ➪ FEAST OF THE HOLY FAMILY ➪ No Litury on campus.	**30**	**31** ➪ NEW YEAR'S EVE		✓ Please note: *Backstage offers DJ's and dancing nightly, Tuesday through Saturday* ✓ Please note: *there is a Liturgy at 12:30 p.m. every day that classes or exams are held*		KEY A Away CC Civic Center CLS Concert & Lecture Series DLC de La Salle Chapel DRT Dan Rodden Theater DUN Dunleavy Room H HOME

JANUARY '92

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
KEY A Away CC Civic Center CLS Concert & Lecture Series DLC de la Salle Chapel DRT Dan Rodden Theater DUN Dunleavy Room H Home	✓ **Please note:** *Backstage offers DJ's and dancing nightly, Tuesday through Saturday* ✓ Please note: *there is a Liturgy at 12:30 p.m. every day that classes or exams are held*		**1** ➪ NEW YEAR'S DAY	**2**	**3**	**4**
5 ➪ EPIPHANY ➪ No Liturgy on campus	**6** ➪ *Continuing Studies in-person registration*	**7** ➪ *All divisions in-person registration*	**8** ➪ *All divisions in-person registration*	**9**	**10**	**11** ➪ Gavel Society at St. Johns
12 ➪ BAPTISM OF THE LORD ➪ Liturgy, DLC, 9:00 p.m. ➪ Residence halls open, 9:00 a.m. ➪ Gavel Society at St. John's	**13** ➪ *Classes begin*	**14**	**15**	**16**	**17** ➪ *Last day for late registration and change of roster* ➪ Backstage Happy Hour, 3:30- 6:30 p.m. (proper ID required)	**18**
19 ➪ Liturgy, DLC, 11:00 a.m. & 6:30 p.m.	**20** ➪ MARTIN LUTHER KING HOLIDAY	**21**	**22**	**23**	**24** ➪ Deadline for submission of '92-93 Resident Assistant Applications, RLO	**25**
26 ➪ Liturgy, DLC, 11:00 a.m. & 6:30 p.m.	**27**	**28**	**29**	**30**	**31** ➪ *Last day for P/F option*	

EUROPE
AFTER
THE WAR
THE
TRUMAN
DOCTRINE

FEBRUARY '92

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
KEY A Away CC Civic Center CLS Concert & Lecture Series DLC de La Salle Chapel DRT Dan Rodden Theater DUN Dunleavy Room H Home		✓BLACK HISTORY MONTH ✓Please note: *Backstage offers DJ's and dancing nightly, Tuesday through Saturday* ✓Please note: *there is a Liturgy at 12:30 p.m. every day that classes or exams are held*				**1**
2 ➪ PRESENTATION OF THE LORD ➪ Liturgy, DLC, 11:00 a.m. & 6:30 p.m.	**3**	**4** ➪ Red Cross blood drive, Ballroom, 9:30 a.m. - 7:30 p.m., sponsored by Tau Kappa Epsilon Fraternity	**5** ➪ Red Cross blood drive, Ballroom, 9:30 a.m. - 7:30 p.m., sponsored by Tau Kappa Epsilon Fraternity	**6**	**7** ➪ Backstage Happy Hour, 3:30 - 6:30 p.m. (proper ID required)	**8** ➪ Gavel Society at Hofstra
9 ➪ Liturgy, DLC, 11:00 a.m. & 6:30 p.m. ➪ Gavel Society at Hofstra	**10**	**11**	**12**	**13**	**14** ➪ Masque production, "A Funny Thing Happened on the Way to the Forum," DRT, 8:00 p.m.	**15** ➪ SLEEPING BAG WEEKEND (T) ➪ Masque production, "A Funny Thing Happened on the Way to the Forum," DRT, 8:00 p.m.
16 ➪ Liturgy, DLC, 11:00 a.m. & 6:30 p.m. ➪ Masque production, A Funny Thing Happened on the Way to the Forum, DRT, 8:00 p.m.	**17**	**18**	**19**	**20** ➪ Backstage "Live Without a Net" Series presents acoustic guitar duo Runaway, 9.00 p.m ➪ Masque production, "A Funny Thing Happened on the Way to the Forum," DRT, 8.00 p.m	**21** ➪ Masque production, "A Funny Thing Happened on the Way to the Forum," DRT, 8:00 p.m. ➪ '92-93 Interest Group Housing Application deadline, RLO	**22** ➪ Masque production, "A Funny Thing Happened on the Way to the Forum," DRT, 8:00 p.m. ➪ Gavel Society at PSIEA
23 ➪ Liturgy, DLC, 11:00 a.m. & 6:30 p.m. ➪ Gavel Society at PSIEA	**24**	**25**	**26** ➪ Cap and gown measurements, U-310, 6:00 - 8:00 p.m.	**27** ➪ Cap and gown measurements, U-310, 2:00 - 5:00 p.m. & 6:00 - 8:00 p.m.	**28** ➪ Residence halls close, 5:00 p.m. for Spring Break	**29**

MARCH '92

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1 ➪ No Liturgies on campus	**2** ➪ SPRING BREAK	**3** ➪ SPRING BREAK	**4** ➪ ASH WEDNESDAY ➪ SPRING BREAK	**5** ➪ SPRING BREAK	**6** ➪ SPRING BREAK	**7** ➪ Gavel Society at SCSU
8 ➪ Liturgy, DLC, 9:00 p.m. ➪ Residence halls open, 9:00 a.m. ➪ Gavel Society at SCSU	**9**	**10**	**11**	**12** ➪ *Last day for withdrawal from classes* ➪ "Squatters rights" room reservations accepted, RLO	**13** ➪ Backstage Happy Hour, 3:30 - 6:30 p.m. (proper ID required) ➪ "Squatters rights" room reservations accepted, RLO	**14**
15 ➪ Liturgy, DLC, 11:00 a.m. & 6:30 p.m.	**16**	**17**	**18**	**19** ➪ '92-93 lottery for townhouse reservations, RLO	**20** ➪ Charter Day ➪ Intercollegiate Retreat (contact Campus Ministry) ➪ Pre-reigstration for Juniors, Registrar's Office, 9:30 a.m. - 12:30 p.m.	**21** ➪ Intercollegiate Retreat (contact Campus Ministry)
22 ➪ Liturgy, DLC, 11:00 a.m. & 6:30 p.m. ➪ Intercollegiate Retreat (contact Campus Ministry)	**23** ➪ Yearbook photos for 1993 *Explorer* ➪ *Pre-reigstration for Juniors, Registrar's Office, 9:30 a.m. - 12:30 p.m.*	**24** ➪ Yearbook photos for 1993 *Explorer* ➪ *Pre-reigstration for Sophomores, Registrar's Office, 9:30 a.m. - 12:30 p.m* ➪ Student Affairs Awards Reception, Ballroom & Music Room, 7.00 - 10:00 p.m	**25** ➪ Yearbook photos for 1993 *Explorer* ➪ *Pre-reigstration for Sophomores, Registrar's Office, 9:30 a.m. - 12:30 p.m* ➪ Cap and gown measurements, U-312, 3:00 - 5:00 p.m. & 6 00 - 7 00 p m	**26** ➪ Yearbook photos for 1993 *Explorer* ➪ *Pre-regstration for Sophomores, Registrar's Office, 9:30 a.m. - 12:30 p.m.*	**27** ➪ Yearbook photos for 1993 *Explorer* ➪ *Pre-reigstration for Sophomores, Registrar's Office, 9:30 a.m. - 12:30 p.m.*	**28**
29 ➪ Liturgy, DLC, 11:00 a.m. & 6:30 p.m.	**30**	**31** ➪ *Pre-registration for Freshmen, Registrar's Office, 9:30 a.m. - 12:30 p.m.*		✓ March 25-26: '92-93 lottery for apartments and hall reservations, RLO ✓ Please note: *Backstage offers DJ's and dancing nightly, Tuesday through Saturday* ✓ Please note: *there is a Liturgy at 12:30 p.m. every day that classes or exams are held*		KEY A Away CC Civic Center CLS Concert & Lecture Series DLC de La Salle Chapel DRT Dan Rodden Theater DUN Dunleavy Room H Home

A SALLE

APRIL '92

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
KEY A Away CC Civic Center CLS Concert & Lecture Series DLC de La Salle Chapel DRT Dan Rodden Theater DUN Dunleavy Room H Home	✓ Please note: *Backstage offers DJ's and dancing nightly, Tuesday through Saturday* ✓ Please note: *there is a Liturgy at 12:30 p.m. every day that classes or exams are held*		**1** ➪ *Pre-registration for Freshmen, Registrar's Office, 9:30 a.m. - 12:30 p.m.*	**2** ➪ *Pre-registration for Freshmen, Registrar's Office, 9:30 a.m. - 12:30 p.m.*	**3** ➪ *Pre-registration for Freshmen, Registrar's Office, 9:30 a.m. - 12:30 p.m.* ➪ An Evening of British One Acts presented by the Masque, DRT, 8:00 p.m. ➪ Backstage Happy Hour with Tom Dahill, Irish pub musician, 3:30 - 6:30 p.m. (proper ID required)	**4** ➪ An Evening of British One Acts presented by the Masque, DRT, 8:00 p.m.
5 ➪ Liturgy, DLC 11:00 a.m. & 6:30 p.m. ➪ An Evening of British One Acts presented by the Masque, DRT, 8:00 p.m.	**6**	**7** ➪ Red Cross blood drive, Ballroom, 9:30 am. - 2:30 p.m., sponsored by Tau Kappa Epsilon fraternity	**8**	**9** ➪ An Evening of British One Acts presented by the Masque, DRT, 8:00 p.m.	**10** ➪ An Evening of British One Acts presented by the Masque, DRT, 8:00 p.m.	**11** ➪ An Evening of British One Acts presented by the Masque, DRT, 8:00 p.m.
12 ➪ PASSION (PALM) SUNDAY ➪ Liturgy, DLC 11:00 a.m. & 6:30 p.m.	**13**	**14**	**15** ➪ Gavel Society, National Competition at Mankato State	**16** ➪ HOLY THURSDAY ➪ EASTER HOLIDAY ➪ Residence halls remain open ➪ Gavel Society, National Competition at Mankato State	**17** ➪ GOOD FRIDAY ➪ EASTER HOLIDAY ➪ Residence halls remain open ➪ Gavel Society, National Competition at Mankato State	**18** ➪ PASSOVER begins ➪ EASTER HOLIDAY ➪ Gavel Society, National Competition at Mankato State
19 ➪ EASTER SUNDAY ➪ No Liturgy on campus. ➪ Gavel Society, National Competition at Mankato State	**20** ➪ *Graduate division final exams begin* ➪ Gavel Society, National Competition at Mankato State	**21** ➪ Gavel Society, National Competition at Mankato State	**22**	**23**	**24**	**25** ➪ PASSOVER ends ➪ *Continuing Studies final exams begin* ➪ Residence exam quiet hours begin, noon
26 ➪ Liturgy, DLC 11:00 a.m. & 6:30 p.m.	**27** ➪ *Final exams*	**28** ➪ *Final exams*	**29** ➪ *Final exams*	**30** ➪ *Final exams*		

MAY '92

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
KEY A Away CC Civic Center CLS Concert & Lecture Series DLC de la Salle Chapel DRT Dan Rodden Theater DUN Dunleavy Room H Home	✓ May 10 - COMMENCEMENT!				**1** ➪ *Final exams* ➪ Cap and gown distribution, Ballroom, 1:00 - 9:00 p.m. ➪ All residences close, 6:00 p.m.	**2**
3 ➪ Liturgy scheduled for Seniors in Residence Halls	**4**	**5**	**6**	**7**	**8**	**9** ➪ Academic Awards Luncheon, Ballroom, noon ➪ Baccalaureate Liturgy, Cathedral of Saints Peter & Paul, 3:30 p.m. ➪ Graduate-Faculty Reception, 5:30 - 7:30 p.m.
10 ➪ COMMENCEMENT 1:00 p.m.	**11**	**12**	**13**	**14**	**15**	**16** ➪ ALUMNI WEEKEND ➪ Litrugy, DLC, 5:00 p.m.
17	**18**	**19**	**20**	**21**	**22**	**23**
25 **31**	**25**	**26**	**27**	**28** ➪ ASCENSION DAY ➪ Liturgy , DLC, 12:30 p.m.	**29**	**30**

DE LA SALLE CHAPEL

PART I:
UNIVERSITY GOVERNANCE

With more than 6,000 students in day and evening classes, some 406 full and part-time faculty, 170 administrators, and alumni numbering over 31,000, a certain number of administrative arrangements and operational procedures are needed. Students should understand these processes to enhance their experiences and also to assume their significant role in the governance of the University.

Student Participation in Governance

An organizational structure has been developed which recognizes that the three primary constituencies of the University — students, faculty, and administration — have major roles to play in governing the University, and that a formal communication system is essential for effective operation.

The University has established a system of decision making by which final decisions are made at the lowest level of administration consistent with the concept of interested representation and collegiality. It is through this system that students play a role in governing the University.

The President

The Board of Trustees has final legal authority for all University business. However, it is the President who, as Executive Officer of the Board, carries final authority for day-to-day operational policies and decisions. The President is the chief officer of the entire institution, the official representative of the University to its various publics, and the administrator who has overall responsibility for planning, supervising, managing, and evaluating the work of the University.

University Council

In formulating university policy and in making major operational decisions such as on budget matters, the President enjoys the collaborative assistance of University Council, a body composed of three student representatives appointed by the Students' Government Association; three faculty members appointed by the Faculty Senate; three Academic Deans; the Provost; and the four Vice Presidents. The guiding concept behind this collaborative arrangement at La Salle is referred to as "President-in-Council." The President has final authority for approving new policies and for changing old policies; however, such actions can be taken only after review with Council.

Provost and Vice Presidents

The University is organized into five areas, headed by the Provost and four Vice Presidents. These officers report directly to the President. The responsibility of each area is evident in its name: Academic Affairs, Business Affairs, Development, Enrollment Services, and Student Affairs.

The Provost is responsible for the University's central mission of teaching and learning. He is assisted in these responsibilities by the Deans of the School of Arts and Sciences, the School of Business Administration, and the School of Continuing Studies; and by the Directors of various academic services such as the Registrar, the Library, and Academic Computing and Technology. The Deans are in turn assisted by the Academic Department Chairs within their respective Schools.

The Vice President for Business Affairs is responsible for administering fiscal programs, security, food service, and the physical plant. The Vice President is assisted by a Comptroller and the Directors of the Campus Store, Computer Resources, Food Services, Mail and Duplicating Services, Personnel, Physical Facilities, and Security.

The Vice President for Development is charged with directing the University's fund raising programs and of communicating its policies and goals to its many publics. The area includes the Directors of Annual

Fund, Planned Giving, Public Affairs, Alumni, News Bureau, Career Planning and Placement, and their staffs.

The Vice President for Enrollment Services is directly responsible for developing and implementing enrollment management (student recruitment and retention) strategies and activities. The Vice President is assisted by the Director of Admissions, the Director of Financial Aid, the Director of Communications — responsible for university advertising and promotion — and the Coordinator of Institutional Research.

The Vice President for Student Affairs is responsible for administering student life programs outside the classroom, student services, and student discipline. Under the Vice President's direction, religious, psychological, social, cultural, recreational, and athletic pro-grams are conducted. Services are provided in the areas of resident life, recreation and athletics, counseling, health, and student life, as is a judicial system for adjudicating violations of University regulations. The Vice President is assisted by the Assistant to the Vice President for Student Affairs and the Directors of Recreation and Intercollegiate Athletics, Campus Ministry, Counseling Center, Health Services, Resident Life, and Student Life.

University Committees

Committees have been established in each administrative area to assure the participation of all constituencies; accordingly, provision is made on all standing committees of the University to reflect the views of students, faculty, and administration. Except for those committees whose chairs are designated ex-officio, committees select a chair from among faculty and administration members at the beginning of each academic year.

The Students' Government Association appoints the students who sit on all standing University committees (with the exception of the Residence Hall Advisory Board).

Following is a partial list of major standing committees that are of primary concern to students:

Academic Department Boards: Students are offered the opportunity to participate in decisions regarding academic life through membership in academic department boards. Although each academic department may organize in its own manner, typically these boards consider such things as curriculum revision, teacher evaluation, tenure and advancement in rank, and general academic concerns.

Activities Funding Board: The Activities Funding Board has been established to assist the Director of Student Life in administering student organization accounts.

The duties of the Board include reviewing budgets of all student organizations requesting or receiving institutional funding, hearing the funding requests of new student organizations, annually recommending and submitting budget appropriations for regularly funded organizations, hearing requests of student organizations desiring funds which exceed annual budget allotment and providing financial assistance for new programs, arbitrating disputes related to student organization accounts, and recommending to appropriate University authorities modifications or additions to the way in which funds are secured for student organizations.

The membership includes three faculty members appointed by the Faculty Senate, three student affairs administrators, six students appointed by the Students' Government Association, and the Assistant Director of Student Life for Organization Advising (ex-officio and chair). *(Approved by Student Affairs Committee, April 27, 1971)*

Athletic Committee: The Athletic Committee is an advisory body to the Vice President for Student Affairs on athletic policy for male and female intercollegiate and collegiate (intramural and club) sports. Its purposes are to review and advise on policies guiding University athletic programs for men and women, and to ensure that the implementation of athletic policy adheres to University policy and to the regulations of the conferences to which the University belongs.

The committee is responsible for recommending the appointment and termination of the Athletic Director, Assistant Directors, and head coaches. In the conduct of its work, the committee receives regular reports of intercollegiate and collegiate athletic activities from the Athletic Director.

The committee is composed of one student affairs administrator, six faculty members, two students, two alumni, the Assistant Director/ Sports Information (ex-officio), and the Faculty Athletics Representative (ex-officio).

Food Services Committee: The Food Services Committee is advisory to the Director of Food Services for the purpose of maintaining a formal communication link between the Food Services Administration and the various constituencies which it serves. It shall provide the Director of Food Services with a forum to receive advisory information to aid in formulating departmental policy and operating procedures.

The committee shall comprise the Director of Food Services, who will serve as chair; the Assistant Director of Food Services or one of the Food Services managers, appointed by the Director of Food Services; a Resident Life staff member, appointed by the Director of Resident Life; one faculty representative, appointed by the Faculty Senate; one Day School student (preferably a commuter), appointed by the Students' Government Association; one Continuing Studies student, appointed by the Continuing Studies Student Council; and two students appointed by the Resident Student Association. Should the Continuing Studies Student Council fail to appoint a representative, the position will revert to the Students' Government Association for appointment.

Judicial Board: The purpose of the Judicial Board is to adjudicate cases involving violation of the University rules and regulations. Membership includes five faculty members and fifteen students. A panel of four students and one faculty member is drawn from the available board members to hear a case. The fifteen student members of the board are appointed by the Students' Government Association after consultation with the current board members. The five faculty members of the board are appointed by the Faculty Senate.

Health Services Advisory Committee: The Health Services Advisory Committee is an advisory board to the Director of Student Health Services and assists with the development and review of student health policies, services, and education programs. The Committee meets regularly with the Director to share its views on Health Services matters or to consider questions on which the Director has sought advice or assistance.

The Health Services Advisory Committee has the following responsibilities regarding the Acquired Immune Deficiency Syndrome: develop and monitor educational programs to increase awareness of AIDS and HIV infection and to prevent the transmission of AIDS within the University community; serve in a consultative capacity when requested regarding individual cases of HIV infection; serve in an advisory capacity to University administrators regarding the instutional response to AIDS; and, review and update the University guide-lines and protocols by considering changes in the available knowledge regarding AIDS and in national, state, and University policies.

The committee is composed of three Student Affairs administrators, three faculty members appointed by the Faculty Senate, three students appointed by the Students' Government Association, and the Director of Student Health Services (ex-officio and chairperson).

(Approved by Student Affairs Committee, September 1990)

The Residence Hall Advisory Board: The Residence Hall Advisory Board comprises two residence hall student staff members (one first year member and one second year member), elected from within the staff group; three students at large, appointed by the Resident Student Association; the President of the Resident Student Association; one Resident Director, selected by the staff; two Resident Life professional staff members; one Student Life staff member; one Food Services member; one faculty member; and the Director of Resident Life (ex-officio and chair).

Security and Safety Advisory Committee: The Security and Safety Advisory Committee advises the Director of Security and Safety and the Vice President for Busienss Affairs on matters related to security and safety and provides an avenue of communication for concerns and suggestions from all areas of the University. In carrying out its charge the committee shall concern itself with matters relating to delivering appropriate security services to the University community. It shall also be concerned with recommending and coordinating matters related to campus safety which shall include issues of job safety and compliance with all federal, state and local rules and regulations effecting safety in the work place. The Committee shall review accident/injury reports, monitor trends and recommend corrective action plans. The Committee is comprised of the Director of

Security and the Director of Personnel, or his or her representative, who shall serve as co-chairpersons; one faculty representative appointed by the Faculty Senate; three students (one each appointed by the Resident Student Association, Students' Government Association and the Continuing Studies Student Council, repectively); a representa-tive of the Athletic Department, appointed by the Director of Athletics, the Director of Student Health Services, or his or her designate, a representative of the Food Service Department, appointed by the Director of Food Service; a representative of the Physical Facilities Department, appointed by the Director of Physical Facilities, and at the discretion of the Provost and each vice president a representative staff person from his or her area, if not otherwise represented, and a representative of the School of Continuing Studies faculty or staff as appointed by the Dean of the School of Continuing Studies.

Student Affairs Committee: The Student Affairs Committee is an advisory board to the Vice President for Student Affairs and is primarily concerned with the formulation and review of major policies governing student life outside the classroom. The committee meets regularly to acquaint the Vice President with its views on matters within the Student Affairs area which require attention and/or to consider questions on which the Vice President seeks its advice or aid in the discharge of his decision-making responsibilities. In addition to policy review and formulation, the committee has authority to review and make recommendations concerning all student affairs services, activities, and regulations. Any policy relating to issues under the charge of the Student Affairs Committee, whether a new policy, a revision of previous policy, or an addition of a heretofore unpublished policy, must be submitted to the Student Affairs Committee for consultation and a vote prior to its inclusion in the *Student Handbook*. The proposed policy change/addition should be presented in the form that is to appear in the published handbook. The Student Affairs Committee also may suggest actions to University Council on student life matters.

The committee comprises three student affairs administrators, three faculty members, six students, and the Vice President for Student Affairs (ex-officio and chair).

Student Press Committee: The Student Press Committee has been established to create and maintain an environment in which high quality student publications might most effectively benefit the entire University community. The committee formulates general policies for the student newspapers and advises the Vice President for Student Affairs on matters in that domain.

The Student Press Committee will be composed of the following ten voting members: *Collegian* Editor (ex-officio), WEXP station manager (ex-officio), two at-large student members, neither of whom should be a member of any publication/station whose editors/manager sit ex-officio on this committee, three faculty members to be appointed by the Faculty Senate, one administrator to be appointed by the Vice President for Student Affairs, the *Collegian* Advisor, and the WEXP advisor.

University Calendar Committee: See pages 110-111.

Part II:
GENERAL STUDENT POLICIES

Academic Freedom Rights for Registered Students

✦ *INDIVIDUAL RIGHTS*

Disclosure of Information under the Family Educational Rights and Privacy Act.

1. Each and every registered student of the University (hereafter "a student") has the right to review his or her own educational records in compliance with the Family Educational Rights and Privacy Act of 1974. The following materials may not be reviewed: private notations in the sole possession of one person, parents' confidential statements, and psychiatric and other medical records. However, psychiatric and other medical records may be reviewed by a physician or other appropriate professional of the student's choice.

2. A student has the right to place in his or her own educational records materials of an explanatory nature concerning any item held therein. Any such material shall bear a notation that it was placed in the file at the student's request.

3. A student has the right to waive his or her right of access to any materials in his or her own educational records. No such waiver shall be effective unless it is made in writing. All materials collected during the time such waiver was in effect shall be exempt from access by the student during any future examination.

4. A student has the right to refuse access to his or her own educational records, or to any item contained therein, to any person or agency not authorized under the Act. Those who are authorized under the Act include school officials and faculty who have a legitimate educational interest, officials of other schools in which a student seeks to enroll, and certain federal and state educational agencies.

5. A student has the right to request that his or her own educational records be amended if they are inaccurate, misleading, or violate his or her privacy or other rights. If the request is denied, the student is entitled to a hearing according to established University procedures.

6. A complete text of the Act, as well as those Federal Regulations issued under the Act, is available for inspection in the office of the Registrar.

Curricular Standards

1. A student shall have the right to pursue any course of study available within the University, providing he or she can be accommodated within the program, meet the requirements for entering, and continue to meet the requirements in the program.

2. A student shall have the right to know at the beginning of each semester, ordinarily during the first week of class, the criteria to be used by the instructor in determining grades in each course.

3. A student shall have the right to see his or her own tests and other written material after grading, and the instructor shall have the duty to make this material available within a reasonable time.

4. Upon request, a student shall have the right to have his or her grade on such written material explained by the instructor. A request for such explanation must be made within one week after the written material, as graded, is made available to the student.

5. **Final Grades.** If a student believes that his or her final grade is the product of the instructor's bias, whimsy, or caprice, rather than a judgement on the merits or demerits of his or her

academic performance, the student must follow the procedure described in this subsection.

a. The student must initiate the complaint procedure within the first two weeks of the next regular semester.

b. After receiving an explanation from the instructor in the course, the student may make a formal complaint to the instructor, giving his or her reasons, in writing, for thinking that the grade was biased, whimsical, or capricious.

c. If dissatisfied with the explanation that has been given, the student may appeal to the head of the relevant department.

d. The student has a further appeal to the appropriate Dean, who will

(1) Request a written statement from the student which shall contain a complete and detailed exposition of the reasons for the student's complaint. A response from the faculty member will then be requested.

(2) Advise and assist the student in a further attempt to resolve the problem at the personal level.

e. If the student remains dissatisfied with the explanation, the student may initiate a formal appeal.

(1) The faculty member who is accused of bias, whimsy, or caprice may elect one of two procedures. The faculty member may request that the Dean investigate the matter personally. In the alternative, the faculty member may request that a committee investigate the matter and read a judgement on the merits of the complaint. In either case, the burden of proof shall be upon the complainant. Neither adjudicating forum (Dean or Committee) shall substitute his/her or its academic judgement for that of the instructor; but shall investigate and adjudicate only the complaint of bias, whimsy, or caprice.

(2) If a committee is to be established, the Dean shall appoint the committee, consisting of two students and three faculty members. Two of the faculty members shall, if possible, be from the department responsible for the subject in which the grade was given, and the third from some other discipline.

(3) Should the designation of the review body (Dean or Committee) be delayed beyond a reasonable time, then the committee structure described in item (2) above will be convened and the question heard.

f. If it is found that the grade given was neither biased, whimsical, nor capricious, the case shall be dismissed. If it is found that the grade given was the product of bias, whimsy, or caprice, the review body (Dean or Committee) shall direct that a notation be entered on the student's transcript that the grade "had been questioned for cause and the recommendation had been made that it be changed because of apparent bias, whimsy, or caprice."

The original grade, however, will remain a part of the transcript.

6. A student shall be promptly informed if he or she is placed on any form of academic censure.

Speech and Expression of Opinion

1. No student shall be penalized for the reasonable expression of any view which is relevant to the classroom discussion or written material.

2. A student participates in student organizations and activities in his or her own time, and by his or her own decision. No student shall be penalized for any such participation, but neither shall any student claim indulgence from academic obligations by virtue of such participation.

✦ *COLLECTIVE RIGHTS*

1. Students shall have the right, through their representatives, to participate with full privileges, together with faculty and administration, in the development of both University departmental curricula through University Council and Academic and Department Committees and Boards.

2. Students shall have the right to express an opinion in decisions regarding the evaluation, tenure, and promotion of faculty and department heads.

The University promises to listen to such opinion, if rendered in good faith. However, the University will not be bound by student opinion in such decisions nor will failure to secure such opinion constitute a ground for complaint by a faculty member who has not been re-hired, promoted, given tenure, or made department head.

3. The University shall establish and adhere to nondiscriminatory policies of equal opportunity to all academic facets of the University.

Academic Responsibilities of Registered Students

✦ *INDIVIDUAL RIGHTS*

University Regulations

Students are responsible for acquainting themselves with the academic regulations of the University as outlined in the *Student Handbook* and the University Bulletins. Ignorance of the regulations does not excuse any student from their application.

Provision of Information

Students are responsible for supplying standard information, when required by the University, on their own personal background and academic history, in a clear, complete, and accurate manner. Misrepresentation in this respect is a serious matter.

Curricular Standards

1. Students are responsible for meeting the requirements of class attendance, test dates, and assignment deadlines, and for proper behavior during classes.

2. Students are responsible for the integrity of their academic work. In this regard plagiarism is a serious violation. Plagiarism is defined as the presentation of the ideas of another as one's own. Any use of another's ideas without proper acknowledgement is plagiarism.

Speech and Expression

In the exercise of their rights of free speech and expression, students should respect the sensitivities and the corresponding rights of others.

Collective Responsibilities

Students are responsible for honoring the obligation they assume when accepting positions on collegiate committees and boards.

(Approved by Academic Affairs Committee, October 6, 1978)

Pre-Registration Procedure

Pre-registration takes place during November and March each year. Complete information about the registration lottery and the advisement process are mailed to each enrolled student approximately one week before each class registers. Schedules of classes are available in the Registrar's Office and in the office of the department chairs. All students are asked to complete a pre-registration form by listing a roster of classes for the next semester. The form must then be reviewed and signed by an academic advisor before it is submitted to the Registrar's Office. In addition, any outstanding financial responsibilities on the part of the student can prevent a student's rostering for classes for the next semester. Students are asked to see that these are cleared before pre-registration.

Change of Courses

Until noon of the fifth day of each Fall and Spring semester, a student may make a change in his/her roster, provided that classes being added have not reached their capacity.

Repeated Courses

Students are responsible for reporting to the Registrar's Office any course in which the student is enrolled that is being repeated in any given semester. If a student repeats a course, only the higher grade is counted in the academic index. However, the previous grade(s) will remain on the academic record of the student. A student may not repeat a course more than once without permission from the dean.

Pass/Fail Option

Students may take free electives under a pass/fail option. If they indicate this option to the Registrar within three weeks after the course begins, the grade for the course will be recorded as S (satisfactory) or U (Unsatisfactory). Such grades will not affect the cumulative index, but semester hours graded S will be counted toward the total required for graduation.

Graduation Application

Students are responsible for filing an application for degree with the Registrar one year before the expected date of graduation.

Withdrawal from the University

Under certain circumstances, the student who withdraws may receive a partial refund on his/her tuition. Information on terms and conditions is available on the student's invoice. There are no exceptions to these terms and conditions. Additional inquiries may be directed to the Bursar's Office.

Financial Delinquency

A student who is financially delinquent forfeits the privilege of attending class. A student who is financially delinquent at the close of a term is not permitted to complete registration for a succeeding term unless his/her account is settled.

Student Records

As custodian of student records, the University assumes an implicit and justifiable trust. This trust involves a recognition that student records, both academic and personal, are confidential to the student and the institution. Accordingly, the University accepts responsi-bility for exercising effective care and concern in recording and disseminating information about students. Student records are re-leased only to appropriate authorities within the University, except when the student has given his formal consent, or when the safety of the student and others and/or property is endangered.

Disciplinary Records

Disciplinary Records are for internal use only and are not made available to persons outside the University except on formal written request of the student involved. Disciplinary information is not included on University transcripts. Intra-University use is at the discretion of the Assistant to the Vice President for Student Affairs, who may inform other officials in the institution of the student's disciplinary status when necessary to the discharge of their official duties. The Assistant to the Vice President assumes the responsibility of maintaining the confidentiality of disciplinary records and for destruction of such records, with the exception of cases in which the sanction of Suspension or Dismissal was imposed, five years after the student has graduated or withdrawn from the University.

Access to Educational Records and Rights to Privacy

Congress in 1974 enacted legislation — Public Law 93-380, commonly referred to as the Buckley Amendment — which is intended to protect students from having incorrect information contained in their school files and which also is intended to limit who may have access to their

educational records. In compliance with the law, La Salle University is prepared to assist students who wish to review their records or who have questions about the law.

Public Law 93-380 specifically requires that students and parents of dependent students be permitted to examine official University educational records which contain information used in making de-cisions or recommendations about students. These records include those normally maintained by the major department, academic dean, Assistant to the Vice President for Student Affairs, Registrar, and Business Offices. Each University office and department having such records has an established procedure for a student to review his/her official records and to challenge the accuracy of them. A STUDENT MUST MAKE A FORMAL REQUEST TO EXAMINE HIS RECORDS. Material may be permanently removed from a student's file when mutual agreement is reached by the promulgator of the information and the student or when the results of a formal hearing called for this specific purpose direct this action.

Instructor's notes, campus security records, psychiatric, psychological, and medical records, parents' financial statements, and material to which the student has waived his/her right of access in writing are among the records exempted by the law from examination.

Public law 93-380 also limits who outside the University may have access to a student's records. Except as provided by law, educational records may not be transmitted to individuals or agencies outside of the University without the student's written consent. STUDENTS, THEREFORE, ARE EXPECTED TO GIVE WRITTEN PERMISSION WHEN REQUESTING THE UNIVERSITY TO FORWARD RECORDS TO OFF-CAMPUS PERSONS, AGENCIES, OR INSTITUTIONS. The law permits the University to release without permission such information as a student's name, dates of attendance, major field, participation in officially recognized activities and sports, and degrees and awards received.

Identification Cards

All students are photographed for an identification card when first entering the University. The ID is non-transferable (individuals loaning their IDs to other students or to non-students are subject to disciplinary action) and is carried whenever on campus and presented upon request to University administrators, faculty, or campus security guards. The card verifies status as a student at La Salle and may therefore be required for admission to social or athletic events, for voting rights in student elections, and for other such events demanding evidence of student status. A valid ID is required to use the facilities of Hayman Hall.

The ID is intended to last throughout the four years; a replacement fee is charged for the production of a new card.

(Approved by Student Affairs Committee, Spring 1980)

Computer Usage

All computer users must practice ethical behavior in their computing activities. Abuse of computer access privileges is considered to be a serious matter. The computing resources are provided for the use of staff, faculty, and students who are currently enrolled in courses approved or designated as requiring computer resources. The privilege of use by a student is not transferable to another student, to an outside individual, or to an outside organization. The theft or other abuse of computer time or facilities is not different from the theft or abuse of other University property, and violators of the computing privilege will be subject to disciplinary action. This includes, but is not limited to

1. unauthorized entry into a file, either to read or to change
2. unauthorized transfer of files
3. unauthorized entry into a network
4. unauthorized use of another individual's computer account
5. use of computing facilities to interfere with the work of another student
6. use of computing facilities to send obscene or abusive messages
7. use of computing facilities for frivolous activities during times of high demand.

Persons are to conduct themselves in a professional manner and to accomplish tasks as expeditiously as possible. For reasons of security the University retains the right to review programs and files stored on Hewlett-Packard minicomputer. Computer services allocated to individuals through accounts on the Hewlett-Packard should be respected by all as private and valuable property for academic pursuits. Users are responsible for their own user names and the security of their passwords and for the activities of anyone using them. Use of the computing privilege to interfere with the normal operation of University computing systems or of any other system accessible through the University's system is prohibited and is subject to disciplinary action. *(Approved by Student Affairs Committee, April 2, 1984)*

Demonstrations

University Council has adopted a policy that disciplinary action up to and including dismissal may be taken against any member of the University community who acts to prevent invited lecturers from speaking, disrupts University operations in the course of demonstrations, or obstructs and restrains other members of the academic community and campus visitors by physical force.

(University Council, December 5, 1967)

The University recognizes that when an issue is of sufficient import to require extraordinary measures to call attention to it, a demonstration may be deemed justifiable by an aggrieved or advocating sector of the University. When such is the case, the University insists that no demonstrating person or group shall abridge the rights of others in the regular conduct of the University's affairs. At the same time, the University for its own part strives to maintain means for open and honest dialogue through normal channels of communication.

Veterans

Veterans attending under the benefits of the "Veterans Readjustment Act of 1966" are required to submit their "Certificate of Eligibility" to the Registrar's Office. The Registrar's Office will certify the Veteran's enrollment and attendance for each term to the Veteran's Administration. If the Veteran withdraws, and returns to the University at a later term, the Veteran must notify the Registrar's Office in writing of the request to again be certified to the Veteran's Administration. Veterans are required to satisfy their financial obligations to the University in the same manner as all other students.

Policy Statement for Students on the Use, Possession, and Distribution of Alcohol and Drugs

The abuse of alcohol or other drugs is considered a health care problem and is treated as such at La Salle University. For this statement, the term "abuse" refers to the consumption of alcohol or any illicit substance during a student's period of enrollment. This includes any consumption on campus, consumption at university sponsored activities, and inappropriate behavior on campus while under the influence of alcohol or drugs.

Federal law requires that students be informed of the sanctions which may be imposed if a student violates federal, state, or local laws regarding unlawful possession, use, or distribution of illicit drugs or alcohol. The following are examples of illegal activities and the applicable legal sanctions.

A. <u>Alcohol</u>

Under Pennsylvania law, a person under 21 years of age commits a summary offense if he attempts to or actually does (1) purchase, (2) consume, (3) possess, or (4) transport alcohol. Police must notify the parents of a minor charged with violating this law. If convicted, the minor's driver's license will be suspended. A second offense will yield a fine of up to $500.00.

In addition, any person who intentionally provides alcohol to a minor will be convicted of a misdemeanor in the third degree, for which the fine will be at least $1000.00 for the first offense, and $2500.00 for subsequent violations.

The City of Philadelphia prohibits the consumption, carrying, or possession of an open container of alcoholic beverages in the

public right-of-way or on private property without the express permission of the landowner or tenant. A person who commits a violation may be subject to a fine up to $300.00, as well as imprisonment for up to ten (10) days, if the fine, together with costs, are not paid within ten (10) days.

B. Drugs

Federal and state laws prohibit the possession, use, and distribution of illegal drugs. The sanctions for violating these laws consist, in many cases, of mandatory imprisonment coupled with substantial fines. The sanctions for any given offenses vary widely, depending on the nature of the offense, the type of drug involved, and the quantity of the drug involved.

For instance, under federal law, simple possession of a controlled substance carries a penalty of imprisonment of no more than one year, plus a fine of an amount between $1000.00 and $5000.00. If the controlled substance contains a cocaine base and the amount exceeds five (5) grams, the offender will be imprisoned for not less than five (5) years and not more than twenty (20) years, or fined, or both.

Also, under federal law, anyone who is at least 18 years old and who distributes drugs to anyone under 21 will be imprisoned and/or fined up to twice what is otherwise provided by law, with a minimum prison sentence of one year.

The Pennsylvania laws which prohibit the use, possession and distribution of drugs are similarly strict. In addition to fines and/or terms of imprisonment for violations of its drug laws, Pennsylvania recently enacted a forfeiture statute. Under this statute, someone arrested for violating state laws concerning the use, possession or distribution of drugs, is subject to seizure and forfeiture of all property used to accomplish the violation of Pennsylvania's anti-drug laws.

The University recognizes that the abuse of alcohol or other drugs has numerous long-term negative physical effects on persons who become addicted to these substances. Additionally, there are numerous other health risks associated with substance use/abuse which are common on a university campus. The abuse of alcohol and the resulting impaired judgement may result in vehicular accidents; injuries such as broken bones or burns; unsafe sex resulting in unwanted pregnancy or sexually transmitted disease; violence such as fights and date rapes; alcohol poisoning; aspiration of one's vomit; and alcoholism. Other drugs also may present risks in terms of purity/strength, predictability of effect, and contact with nefarious parties to secure the drugs.

Resources for education, treatment, and/or counseling for drug and alcohol problems are located both on and off campus. The Coordinator of Alcohol and Other Drug Education provides direct service to students and acts as a liaison with city, state, and federal resource agencies. Through the Coordinator, whose office is located in the Counseling Center, diagnostic assessments, community education, and consultations are available. Under the direction of the Coordinator, a Peer Education Program provides educational programming on drugs and alcohol and conducts the Alcohol Awareness Project which serves as an alternative sanction to fines in the disciplinary/judicial process.

Community resources such as Alcoholics Anonymous (AA) meet both on and off campus. The Coordinator of Alcohol and Other Drug Education has developed a network of area resources for assessment, second opinions, in-hospital detoxification, outpatient treatment, twelve-step programs, and other educational programming.

Controlled Substances

La Salle University intends to maintain a campus which is free of the illegal possession, use, or distribution of controlled substances. Therefore, the unlawful manufacture, distribution, and dispensing of a controlled substance is absolutely prohibited on campus as is possession and/or use of any controlled substance or any paraphernalia associated with the use of controlled substances.

When a student is judged to be guilty of illegal possession, use, or distribution of a controlled substance or of paraphernalia associated

with such use, the University reserves the right to impose any of the following sanctions in accordance with established University disciplinary/judicial policies and procedures:

1. Issue a formal warning; notify parents/guardians of dependent students; impose conditions on sanctions such as fines and educational experiences; place the student on disciplinary probation; suspend the student's housing contract and/or freedom to participate in specified university activities; suspend the student's enrollment; dismiss the student from the university; and/or

2. Require the student to participate in a complete substance abuse assessment by qualified University staff and to comply with the recommendations from that assessment. Furthermore, the results of such an assessment may be reviewed by the Assistant to the Vice President for Student Affairs prior to the final adjudication of the disciplinary charges.

Alcoholic Beverages

La Salle University encourages and seeks to maintain an academic environment in which individual rights are respected and the health, safety, and welfare of the total community is promoted. While individuals who fulfill the requirements prescribed by the Commonwealth of Pennsylvania are free to choose to consume alcohol, only consumption in accordance with the following policies is permitted. The following policy, drawn from the Pennsylvania Crimes and Liquor Codes, governs the possession, sale, and consumption of alcoholic beverages on the University campus:

> No person less than twenty-one (21) years of age shall purchase, consume, possess, or transport or attempt to purchase, consume, possess, or transport any alcohol, liquor, or malt or brewed beverages on University property or at any University sponsored events. No student or University employee shall transfer or possess a registration card or other form of identification for the purpose of falsifying age to secure any alcohol, liquor, or malt or brewed beverages. Nor shall any student or University employee sell, furnish, allow to possess, or give any alcohol, liquor, or malt or brewed beverages, or permit any alcohol, liquor, or malt or brewed beverage to be sold, furnished, allowed to be possessed, or given to any person under twenty-one (21) years of age.

The University does not prohibit the lawful possession or moderate consumption of alcoholic beverages by students twenty-one (21) years of age or older. This should not be interpreted to mean that the University encourages the use of alcoholic beverages. Furthermore, the University considers intoxication, disorderliness, or offensive behav-ior deriving from the use of alcoholic beverages to be subject to disciplinary action, regardless of the student's age. The University prohibits unauthorized use of alcoholic beverages in the academic buildings, or in the public areas of residence units, the La Salle Union, other University controlled facilities, or at University sponsored functions on or off campus.

> **The University strongly encourages students, faculty, and staff to understand the Pennsylvania Crimes and Liquor Codes and the substantial penalties which may result from the violation of this code, as well as relevant Philadelphia city ordinances.**
>
> *(Approved by Student Affairs Committee, Spring 1980)*

Guidelines for the Individual Consumption of Alcohol

The University recognizes that alcohol is a drug and its use may contribute to alcohol dependence. As such, guidelines for consumption have been established. The sale, service, possession, and consumption of alcoholic beverages are regulated by federal and state laws, local ordinances, and University policy. All members of La Salle University are expected to abide by these laws, ordinances, and policies.

A student who is 21 years of age or older may consume alcohol on campus only when such consumption does not interfere with the rights and privileges of other community members. For this policy, students under 21 years of age are considered minors. Students of legal age are permitted to drink alcohol only at registered events or

in the privacy of residence hall rooms, apartments, or townhouses. Unauthorized consumption or possession (which includes bringing alcohol to any event) in any campus facility or location is not permitted. Confiscation of alcohol may occur for any alcohol-related offense. The specific guidelines for consumption of alcohol on the La Salle University premises are as follows.

1. Where alcohol is permitted, doors must be kept closed, since an open door causes a room to be considered a public area (Apartment stairways are considered public areas; townhouse stairways are not considered public areas);

2. When alcohol is present, the number of residents and guests may not exceed a total of eight (8) in a residence hall room and twelve (12) in an apartment/townhouse;

3. La Salle students will be held accountable for the behavior of their guests. This includes ensuring that minors do not consume alcohol and that alcohol is not carried from the room;

4. Kegs, beer balls, and grain alcohol are not permitted. If these items are observed, they will be confiscated and students will be subject to disciplinary action;

5. Only La Salle University resident students of legal drinking age are permitted to transport alcoholic beverages into or within the residential areas;

6. Resident students of legal drinking age are permitted to transport or possess a maximum of one (1) case of beer, one (1) case of wine coolers, one (1) gallon of wine, or one (1) fifth of distilled alcohol during any twenty-four hour period. Alcohol must be sealed in its original packaging;

7. Individuals of legal drinking age may not consume alcohol in the presence of a minor, with the exception of one's residence hall roommate; therefore, a minor is not permitted to be in the presence of alcoholic beverages unless it is being consumed solely by his/her roommate, who is of legal age, in their room/apartment/townhouse;

8. Public intoxication, disorderliness, offensive behavior, or obvious abuse of alcohol on University owned or managed premises is prohibited regardless of age;

9. If a minor possesses alcoholic beverages, the beverage will be confiscated and the student will be subject to disciplinary charges;

10. Bottled beer, because of safety and maintenance concerns, is not permitted.

Individual Sanctions

Figure 1. on the following page contains a summary of the minimum disciplinary sanctions for alcohol and alcohol-related violations. Each case will be handled on an individual basis; therefore, the hearing officer may impose stricter sanctions than those listed in Figure 1. The preliminary hearing officer is encouraged to use his/her discretion in mandating the Alcohol Awareness Project series and in increasing fines. No fine may reach more than the doubled amount of the minimum fine.

In the case of an offense, the Preliminary Hearing Officer may waive the fine in lieu of a redirective/educational sanction. Such sanctions for alcohol policy violations include, but are not limited to, alcohol-use assessments, attendance at the series of educational programs sponsored by the peer counselors, the writing of research papers, or the planning and implementing of an alcohol-related educational program for the campus.

Alcohol Abuse

There is a distinct difference between the responsible use of and the abuse of alcohol. The abuse of alcohol under any circumstances contradicts the values implicit in a La Salle education. The following is the definition of alcohol abuse for the La Salle University community.

> Alcohol abuse is the consumption of alcohol to the degree that a person's judgement and/or physical responses are significantly impaired. Alcohol abuse does not excuse irresponsible action; rather, it compounds the seriousness of those actions. Areas of special concern are:

Figure 1. Minimum Alcohol Policy Sanctions

OFFENSE	FIRST	SECOND
Possession of a keg or beer ball (hosts)	Specific Probation, $100.00 fine, Confiscation	Determined by Judicial Board or Hearing Officer
In presence of keg or beerball (guests)	Specific Probation, $50.00 fine, Confiscation	Determined by Judicial Board or Hearing Officer
Abusive use of alcohol resulting in involuntary or erratic behavior	Conduct Warning, Alcohol Assessment	Determined by Judicial Board or Hearing Officer
Exceeding the maximum number of persons in a room when alcohol is present	Conduct Warning, $25.00 fine	Specific Probation, $50.00 fine
Underage possession or consumption	Conduct Warning, $25.00 fine	Specific Probation, $50.00 fine
Service, transport, or procurement for minors	Conduct Warning, $25.00 fine	Specific Probation, $50.00 fine
Possession, consumption, or service of grain alcohol or other high proof spirits.	Specific Probation, $50.00 fine	Determined by Judicial Board or Hearing Officer
Open container of alcohol in public area	Conduct Warning, $10.00 fine	Conduct Warning, $25.00 fine
Unauthorized possession of alcohol (regardless of age) at any event	Conduct Warning, $25.00 fine	Specific Probation, $50.00 fine
Consumption by persons of legal age in the presence of minors	Conduct Warning, $25.00 fine	Specific Probation, $50.00 fine
Minors (persons underlegal age) present while alcohol is being consumed	Conduct Warning, $25.00 fine	Specific Probation, $50.00 fine
Possession of excessive amounts of alcohol	Conduct Warning, $25.00 fine, Confiscation	Specific Probation, $50.00 fine, Confiscation

Third offense may result in a minimum sanction of general probation, loss of housing privileges, and/or loss of privilege to participate in university organizations or activities.

1. **Violent acts against persons or property.** These include vandalism (willful damage of personal or institutional property), fighting, assaults, and/or injuries resulting from irresponsible actions;
2. **Drunkenness.** This involves significant impairment of judgement and/or physical responses, including uncoordinated movements, speech difficulties, and/or inappro-priate behavior for circumstances;
3. **Contributing to alcohol abuse by another.** This includes encouraging persons to overindulge, providing alcohol to a person who is already intoxicated, or possessing high proofed distilled spirits such as grain alcohol or liquor which is over 100 proof;
4. **Medical emergencies.** There are two types: (1) excessive consumption and (2) injury occurring while intoxicated.

Guidelines for Group Consumption of Alcohol

Authorization to serve beer and/or wine will be granted only for closed group social functions. A closed group is defined as the members of the sponsoring organization plus one (1) guest per each attending member.

Organizations seeking authorization to serve beer and/or wine must obtain a Program Planning Checklist from the Student Life or Resident Life Offices at least three (3) weeks (fifteen [15] working days) prior to the scheduled date of the event. This form must be completed (signatures from sponsors, advisor, Assistant Director of Student Life/Resident Life [depending on location], Security, and Catering Manager) and returned to the appropriate Assistant Director at least two (2) weeks (ten [10] working days) prior to the event.

Three (3) organization members, who will attend the event and be responsible for its management, must meet with the Assistant Director (Student Life or Resident Life) after completing Step One of the Checklist. At this meeting, the points which follow will be explained in detail and the procedures for completing the remaining steps in the Program Planning Checklist will be provided by the appropriate staff member. Authorization will not be granted to groups failing to

meet any of the deadlines noted in these guidelines or on the Program Planning Checklist.

For a student organization to sponsor or host an event during which alcohol will be served, the organization members meeting with the Assistant Director must have participated in an Alcohol Awareness Training Seminar. These seminars will be sponsored by the University on a regular basis.

Specific Guidelines

1. Beer and/or wine will only be served to individuals (group members and guests) twenty-one (21) years of age or older. Those attendees who are of legal drinking age and wish to consume alcohol will be required to present proof of age, i.e., driver's license or Pennsylvania Non-Drivers Identification Card. Group members will also be asked to present a valid La Salle University photo identification card, regardless of age. Those eligible to consume beer and/or wine will be issued an identification wristband and a maximum of four (4) tickets that must be presented to obtain beer and/or wine. These tickets are to be used only by the student to whom issued. Transferring beverage tickets to those under twenty-one (21) years of age will result in disciplinary action.

2. Organizations may sell event tickets to members. No member may purchase more than two (2) event tickets (one [1] for him/herself plus a guest). Attendees twenty-one (21) years of age or older may not be charged a higher price to reflect the cost of alcohol service. Under no circumstances may tickets be sold at the door.

3. Events at which beer and/or wine will be served may not be scheduled on weeknights (Sunday–Thursday) nor during exam periods.

4. Beer and/or wine may be served for a maximum of four (4) hours and service must end one-half hour before the scheduled completion of the event.

5. Alcohol service must be arranged through La Salle University Food Services. This includes the purchase of all alcoholic beverages. Organizations must meet with the Food Services Catering Manager within one (1) week (or five [5] working days) after receiving the Program Planning Checklist. Organization members may not dispense beer and/or wine. The availability of Food Services (Catering) to provide services to student groups is based on commitments at the time of inquiry and, therefore, services can be provided only on a first come, first served basis.

6. The maximum amount of alcohol for which a group can contract will be based on the following formula:

Number of Approved 21 year old guests	X	Duration of event	X	12 oz. beer or 4 oz. wine	=	TOTAL FLUID OUNCES

7. The sponsoring group must provide food and soft drinks for the duration of the function. These are to be provided in conjunction with Food Services/Catering. Groups must contract an equal dollar value of food and soft drinks for every dollar of beer and wine contracted. Prices for beer, wine, soda, and food selections will be derived on an a la carte basis to provide student groups with the greatest flexibility and range of choices when planning an event. All Food Services/Catering guidelines and policies relevant to guaranteed number of guests, menu choices, and minimum orders are applicable.

8. Upon confirming the event, the sponsoring organization shall make a deposit with Food Services/Catering for ten percent (10%) of the full amount quoted. Final payment shall be made in full by check or cash at the completion of the event, unless the group has an approved University budget with sufficient balance available. If the amount of beer and/or wine contracted is not totally consumed, an adjustment will be made to reflect the unused portion.

9. The organization advisor must sign the Program Planning Checklist indicating his/her intent of being present for the duration of the event. In addition to the advisor, the hiring of Campus Security personnel is required according to the following attendance figures:

0–99: One (1) Security Officer (minimum)

100–150: Two (2) Security Officers (minimum)

Organizations must meet with the Director of Security within one (1) week (or five [5] working days) after receiving the Program Planning Checklist to arrange for the hiring of security personnel.

10. Persons attending must sign an attendance record that includes the names of guests and sponsoring members. This attendance record must be turned in to the Student Life/Resident Life staff member on duty at the end of the event.

11. The sponsoring organization is responsible for monitoring the behavior of those in attendance (e.g., making sure that minors are not consuming alcohol), ensuring the safety of persons and facilities, overseeing attendance sign-in, and prohibiting the carrying of beverages from the facility being used. Group members are responsible for the behavior of guests.

12. Any Student Life/Resident Life staff member is authorized to intervene in any situation that warrants such action. This includes ejection of attendees and termination of the event.

13. Events at which alcohol will be served may not be advertised as such via posters, fliers, on- or off-campus newspapers, or on- or off-campus radio stations.

Authorization will not be granted for alcohol events

1. at which money is exchanged for alcoholic beverages either in the form of direct purchase at the bar or the purchase of tickets redeemed for beverages;

2. at which the primary purpose of the event is fund raising; and

3. at which attendance at the event is open in nature (not limited to the sponsoring organization and invited guests), i.e., tickets sold to the general student body.

REQUESTS FOR AUTHORIZATION TO SERVE BEER AND/OR WINE REQUIRE THE COMPLETION OF ALL INFORMATION ON THE PROGRAM PLANNING CHECKLIST.

The Assistant Director will decide for or against authorizing an organization to serve beer and/or wine based on the information on the Program Planning Checklist, which must be completed and submitted ten (10) working days prior to the date of the event. When authorization is granted, the Program Planning Checklist submitted by the organization is viewed as an agreement between the University and the sponsoring group. Any changes in this information not authorized by the Assistant Director or violation of any points in this statement will be viewed as breach of this agreement. Groups found to be in violation are subject to disciplinary action and/or revocation of facilities use privileges.

Group Sanctions

Any group hosting a registered event is responsible for monitoring and controlling the behavior of its members and guests. When this does not happen and a group fails to enforce the regulations, the minimum disciplinary sanctions as appearing in Figure 2. will be imposed.

OFFENSE	FIRST OFFENSE	SECOND OFFENSE
Failure to fulfill host responsibilities including:		
1. inadequate supervision of event 2. inadequate cleaning of facility 3. not controlling disruptive behavior of members/guests 4. violation of any point in "Group Guidelines"	Suspension of party privileges for one semester, must sponsor one alcohol education program	Suspension of party privileges for one year, must sponsor one alcohol education program
Allowing minors to consume alcohol	Suspension of party privileges for one semester, must sponsor one alcohol education program	Suspension of party privileges for one year, must sponsor one alcohol education program
Vandalism by members or guests	Suspension of party privileges for one semester, must sponsor one alcohol education program, repair/restoration costs	Suspension of party privileges for one year, must sponsor one alcohol education program, repair/restoration costs

Figure 2. Group Sanctions

Guidelines for Marketing Alcoholic Beverages

1. Alcoholic beverage marketing programs specifically targeted for students and/or held on campus must conform to the relevant campus rules, regulations and policies and must avoid demeaning, sexist or discriminatory portrayal of individuals.

2. Promotion of beverage alcohol or its service at any campus or off-campus activity may not be publicized.

3. Beverage alcohol (such as kegs or cases of beer, or baskets of cheer) may not be provided as prizes or awards to individual students or campus organizations.

4. No uncontrolled sampling as a part of campus marketing programs may be permitted, and no sampling or other promotional activities may include "drinking contests."

5. Corporate sponsorship of events on campus is welcome to the extent that it does not encourage any form of alcohol abuse, nor place emphasis on quantity nor frequency of use. Advertising may not portray drinking as a solution to personal or academic problems of students, or as necessary to social, and/or academic success.

6. Promotional activities by corporate sponsors may not be associated with otherwise existing campus events or programs without the prior knowledge and consent of appropriate University officials.

7. Display or availability of promotional materials should be determined in consultation with appropriate University officials and must comply with posting regulations available at the Union Information Center.

8. Informational marketing programs should have educational value and subscribe to the philosophy of responsible and legal use of the products presented.

Hazing

Hazing activities in any form are prohibited. The University supports and will enforce the Commonwealth of Pennsylvania's Anti-hazing Law. This document defines hazing as "any action or situation which recklessly or intentionally endangers the mental or physical health of a student or which willfully destroys or removes public or private property for the purpose of initiation or admission into or affiliation with, or as a condition for continued membership in any organization operating under the sanction of or recognized as an organization by an institution of higher education. The term shall include, but not be limited to any brutality of a physical nature, such as whipping, beating, branding, forced calisthenics, exposure to the elements, forced consumption of any food, liquor, drug or other substance, or any other forced physical activity which could adversely affect the physical health and safety of the individual and shall include any activity which would subject the individual to extreme mental stress, such as sleep deprivation, forced exclusion from social contact, forced conduct which could result in extreme embarrassment, or any other forced activity which could adversely affect the mental health or dignity of the individual, or any willful destruction or removal of public or private property. For purposes of this definition, any activity as described in this definition upon which the initiation or admission into or affiliation with or continued membership in an organization is directly or indirectly conditioned shall be presumed to be 'forced' activity, the willingness of an individual to participate in such activity notwithstanding."

La Salle University adheres to the College Fraternity Secretaries Association's definition of hazing: "...any action taken or situation created, intentionally, whether on or off University or fraternity/sorority premises, to produce mental or physical discomfort, embarrassment, harassment, or ridicule. Such activities and situations include paddling in any form; creation of excessive fatigue; physical and psychological shock...or any other such activities...; wearing publicly apparel which is conspicuous and not normally in good taste; engaging in public stunts and buffoonery; morally degrading or humiliating games and activities; late work sessions which interfere with scholastic activities; and any other activities which are not consistent with

fraternal law, ritual, or policy or the regulations and policies of the educational institution." In case of violations individuals and/or the fraternity or sorority as a whole may be subject to disciplinary action.

Approved by Student Affairs Committee, Spring, 1980)

Policy Statement on Sexual Harassment

In light of the guidelines on sexual harassment adopted by the Equal Employment Opportunity Commission (EEOC), La Salle University reaffirms its commitment to an educational and working environment free of sexism.

As defined by the EEOC Guidelines, unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature constitute sexual harassment when

1. submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment or educational advancement;
2. submission to or rejection of such conduct by an individual is used as the basis for academic or employment decisions affecting that individual;
3. such conduct has the purpose or effect of substantially interfering with an individual's academic or professional performance or creating an intimidating, hostile, or offensive working, educational, or living environment.

The University deplores such conduct not only as a violation of Section 703 of Title VII of the Civil Rights Act of 1964, but as an abuse of authority and an infringement upon an individual's right to a non-sexist working environment. Whenever knowledge is received that a sex-based condition is being imposed, prompt and remedial action will be taken.

Any employee having a complaint of sexual harassment should contact the Affirmative Action Officer; any student should contact the Assistant to the Vice President for Student Affairs.

(Approved by Student Affairs Committee, April 28, 1981)

Policy Statement on Ethnic Intimidation

La Salle University is committed to providing a campus community which is free of all forms of ethnic intimidation. The University, in compliance with the Pennsylvania Intimidation Act of 1982, recognizes that certain criminal acts are a result of "malicious intention toward the race, color, religion or national origin of another individual or group of individuals." To be considered a crime in Pennsylvania ethnic intimidation must occur in conjunction with another offense, thereby raising the degree of the primary offense. The University will encourage victims to report cases to the appropriate law enforcement agencies and/or appropriate University offices. (Students — Assistant to the Vice President for Student Affairs; Faculty and Staff — Director of Security Services)

University Grievance Procedure

La Salle University is committed to a policy of non-discrimination in employment, admission, and treatment of employees and students. The grievance procedure outlined below is designed to resolve as quickly and equitably as possible any situation in which a faculty member, staff member, or student believes that he or she has been discriminated against on the basis of race, color, creed, sex, age, national origin, or physical handicap. For the purpose of the following, the Grievant is the member of the faculty, professional or non-professional staff, or student body who submits a grievance. The Respondent is the person alleged to be responsible for the discriminatory action.

Informal Review

The initial stage or presentation of a grievance should include a conference of the Grievant with the Respondent. This should be accomplished by the Grievant within ten (10) working days from the time he or she believes that an act of discrimination has taken place. Every effort should be made to resolve the conflict at that level. If that effort fails, the matter should be presented to the Grievant's supervisor or the Respondent's supervisor. For example, if a faculty

member feels that the department chair is practicing a discrimi-natory act, the faculty member should contact the appropriate dean; if a student feels that a member of the University community is practicing discrimination, it should be reported to the Assistant to the Vice President for Student Affairs. If a staff member feels that his/her supervisor is practicing a discriminatory act, the staff member should contact the Provost or appropriate Vice President. In this manner most issues should be resolved satisfactorily. The direct and informal communication is fundamental to the type of educational and work environment intended by the University.

If the Grievant fails to receive satisfaction through this process, a more formal review may be initiated by contacting an Affirmative Action Officer who will determine whether the complaint is grievable. If so, a grievance form should be completed, the signature of the immediate supervisor secured, and the form submitted to the Grievant's area Vice President or Provost within ten (10) calendar days of the last informal meeting between the Grievant and the supervisor concerning the complaint.

The area Vice President or Provost and supervisor will consider the grievance and respond in writing within ten (10) calendar days of receipt of the grievance form. These time limits may be waived in cases of extenuating circumstances such as holidays, vacations, or the extended illness of one or both parties. The original grievance form will be retained by the supervisor. Copies of the form, the written response, and all relative correspondence will be filed with the area Vice President or Provost and the Personnel Office.

Committee Hearing

Should the preceding informal and formal review procedure fail to resolve the complaint satisfactorily, the Grievant may request that a committee be convened to review the issue. The request must be in writing and received by the area Vice President or Provost within ten (10) calendar days of receipt of the formal written review by the Grievant. In its consideration of the grievance, the committee will conduct a fact-finding review and make a written recommendation to the President. The President's final decision will be made within twenty (20) calendar days of the conclusion of the committee review.

The committee will consist of a Vice President or Provost of the University other than the area Vice President or Provost to whom the Grievant reports ultimately, the Director of Personnel Services (except for (1) faculty grievances, in which case the President of the Faculty Senate will be substituted; and (2) student grievances, in which case the President of the Students' Government Association will be substituted) and one individual selected by each of the following: the President, the Respondent, and the Grievant. With the exception of individuals directly involved in the nature of the complaint, any full-time employee or student of the University may be selected to serve on this committee.

Throughout all aspects of an informal review, formal review, or committee hearing, the Affirmative Action Officer will be available for consultation with any parties involved with a grievance.

Part III:
DISCIPLINARY POLICIES AND PROCEDURES

Student Institutional Relationship

A student's matriculation at La Salle University is a voluntary decision which involves acceptance of the responsibility to meet academic requirements and to behave in ways consistent with the purposes and objectives of the University. As befits an institution of higher education, standards of performance and of social conduct are generally higher for students than those required of the general public. While students have an obligation to know and adhere to the regulations of the University, the University accepts a corresponding responsibility to guarantee the right of due process and protection from arbitrary or capricious disciplinary action.

At La Salle all members of the University community have the responsibility to respond to policy violations. When in the presence of a violation, the individual has the responsibility to leave the area where the violation is occurring; to intervene or confront the violation so the behavior stops; and/or to contact appropriate La Salle University staff members, so the violation may be confronted.

The responsibility to abide by and respect University policy is held by all members of the University community. If members of the community willingly remain in the presence of a policy violation without taking action to disassociate themselves, they may be perceived as supporting the violation. Such support of violations undermines the purpose of the community as an atmosphere conducive to academic and personal growth for it members.

The purpose of the judicial system at La Salle University is to assure that justice prevails for all members of the community while simultaneously protecting the educational purpose of the University. "The Joint Statement of the Rights and Freedoms of Students" has been the reference document for the establishment of the judicial system at La Salle, and the Office of the Assistant to the Vice President for Student Affairs administers the judicial process. However, the function of maintaining discipline on the campus is not the exclusive domain of the Assistant to the Vice President for Student Affairs. The entire University community, both collectively and as individuals, plays a vital part in maintaining an environment necessary to protect and promote learning, in assuring order, and in controlling behavior that infringes on the rights and freedoms of others.

In pursuit of these objectives, the University accepts responsibility for protecting the individual's academic and personal freedom as well as the common good and rights of the University as a corporate entity.

Philosophy of Discipline

A university education is primarily academic and intellectual in nature, but it also includes the development of attitudes and values which enhance mature, responsible behavior in all areas of life. Accordingly, student conduct in and out of class is not considered apart from its effect on the total University community; rather it is viewed as integral to an educational process that is both individual and collective in nature. It is in this spirit that La Salle has developed a set of regulations governing student conduct and has established a judicial system through which conduct violations are adjudicated by members of the campus community.

Rules and Regulations

Normally, University disciplinary action is limited to conduct which adversely affects the pursuit of educational objectives. While no specific policy statement has universal validity and actual decisions based on the judicial policy of due process are best made in accord with all the circumstances involved in an individual case, the following behavior is subject to disciplinary action.

1. All forms of dishonesty including cheating, plagiarism, knowingly furnishing false information to the University, forgery, and alteration or fraudulent use of University documents or instruments of identification.

2. Intentional disruption or obstruction of teaching, research, administration, disciplinary proceedings, or other University activities.

3. Physical or verbal abuse or harassment of any person on or off University premises or at University sponsored functions.

4. Theft from or damage to University property/premises, to include theft of or damage to property of a member of the University community on University premises.

5. Failure to comply with the directions of University officials in the performance of their duties. This includes support staff such as Campus Security, Physical Facilities, and Resident Life Staff.

6. Possession, use, or distribution of potentially dangerous drugs which are not medically supervised, to include being in the presence of the possession, use, or distribution of illegal substances on University premises or at University sponsored functions, and possession or use of paraphernalia to assist in the consumption of illegal substances.

7. Violation of University Alcohol Policy. (See Pages 90-97)

8. Lewd, indecent, immoral or obscene conduct, including but not limited to violations of any law, regulation, or ordinance.

9. Violations of published University regulations, including those relating to entry and use of University resident units and other facilities, the rules in this code of conduct, and any other regulations which may be enacted.

10. Violations of any federal, state, or local criminal law (The University will cooperate fully with civil authorities in the enforcement of the law. If civil authorities are involved, the University will not present disciplinary charges unless the University's interests as an academic community are directly involved. If a student faces charges in a civil court and in the University judicial system because of the same violation, the University may postpone its judicial hearing until civil proceedings are completed. That is a decision reserved to the Assistant to the Vice President for Student Affairs).

NOTE: The University reserves the right to alert non-campus law enforcement officials to problems on or off campus. Concerns most likely to be reported are those involving physical endangerment, illegal substances, or those resulting in complaints from the local community.

Disciplinary Procedures

Disciplinary cases will be handled in accordance with the University judicial policy of due process. Any member of the University community may file a disciplinary report against any student, student group, or student organization for alleged violations of University rules, regulations, or policies. Disciplinary reports shall be forwarded to the Assistant to the Vice President for Student Affairs.

1. The person(s) making the charges shall provide in writing the following information:

   a. The name and address of the student(s) charged with violation of University rules and regulations.

   b. Date of incident.

   c. The specific University rule or regulation the student(s) allegedly violated.

   d. A detailed statement of the circumstances.

2. The individual(s) making the charges must sign the statement of charges.

3. A copy of the charges will be given to the accused student, whose signature will be requested as acknowledgement of his/her reception of the charges.

The Assistant to the Vice President for Student Affairs will appoint a professional staff member to conduct a preliminary investigation of the filed charges. The appointee will act as the Preliminary Hearing

Officer and will review the charges and consult with all parties to determine if adjudication is warranted.

1. The accused student will be notified in writing to report for a preliminary hearing. At the preliminary hearing the Preliminary Hearing Officer will explain the disciplinary procedures and discuss the charges. A copy of the disciplinary charges will be given to the student.

2. If a student fails to meet with the Preliminary Hearing Officer within seven (7) days after notification of the Preliminary Hearing, the student may be subject to disciplinary action up to Suspension from the University without further consultation.

3. Should the Preliminary Hearing Officer determine that the initiation of a disciplinary hearing is not justified, a letter will be forwarded to the Assistant to the Vice President for Student Affairs and to the student indicating this opinion.

4. When the Preliminary Hearing Officer determines that the alleged conduct warrants further disciplinary consideration and the student chooses not to contest the charges and not to have the case adjudicated further, the Preliminary Hearing Officer is empowered to take disciplinary action up to and including Disciplinary Probation. When circumstances warrant Suspension or Dismissal from the University, Preliminary Hearing Officers recommend these actions to the Assistant to the Vice President for Student Affairs. If the student disagrees with the sanction imposed, he/she must state this in a letter to the Assistant to the Vice President within five (5) days after the sanction has been communicated by the Preliminary Hearing Officer verbally or in writing. The letter should indicate the preferred means of further adjudication as explained in items #5 and #6 of this section.

5. When the Preliminary Hearing Officer determines that the alleged conduct warrants further disciplinary consideration or when the student requests further adjudication of his/her case, the following steps are initiated:

   a. The Preliminary Hearing Officer will inform the student in writing of the decisions regarding the disposition of the case.

   b. The student will be given the opportunity to choose adjudication by

      (1) the Judicial Board or

      (2) an Administrative Hearing Officer (see description below).

   c. A copy of the written charges will be forwarded to the Judicial Board or Administrative Hearing Officer.

   d. The accused student will be given no less than five (5) days from the conclusion of the Preliminary Hearing to prepare for the Disciplinary Hearing.

   e. The Assistant to the Vice President will notify the Judicial Board, the Preliminary Hearing Officer, and the accused of the date, time, and location of the formal hearing. The parties involved must contact appropriate eye-witnesses and inform them of the date, time, and location of the hearing. Names of witnesses and/or the advisor must be submitted to the Assistant to the Vice President at least 24 hours in advance of the Hearing.

6. Should the Judicial Board be inoperative, the Assistant to the Vice President or designee reserves the right to adjudicate the case.

Administrative Hearing Officers: The Assistant to the Vice President for Student Affairs serves as the Administrative Hearing Officer unless he/she has served as the Preliminary Hearing Officer or circumstances clearly show that it would be in the student's best interest for another person to act as the Administrative Hearing Officer i.e. timeliness, conflict of interest. Under such circumstance the Assistant to the Vice President for Student Affairs will appoint a professional staff member of the Student Affairs division to serve as the Administrative Hearing Officer. With the student's approval, the Preliminary Hearing Officer may act as the Administrative Hearing

Officer. Administrative Hearing Officers are empowered to take disciplinary action up to and including Disciplinary Probation. When circumstances warrant Suspension or Dismissal from the University, Administrative Hearing Officers recommend these actions to the Assistant to the Vice President for Student Affairs.

Judicial Board: Student appointments to the board are made by the Students' Government Association after consultation with the current board members. Faculty appointments are made by the Faculty Senate in accordance with the procedures for committee appointments. The Judicial Board is composed of twenty members: five faculty members, ten resident students, and five commuter students. A panel for any given hearing will be drawn from the available members of the Judicial Board. Five members are needed to conduct a hearing. Panel members will be assigned on a rotating basis by the Assistant to the Vice President for Student Affairs. One student will be selected as chair for each hearing, and one member shall be the recorder.

The board decides responsibility for alleged violations, gives sanctions when appropriate, and interprets rules and regulations as they relate to individual incidents and community values.

Disciplinary Hearing Procedures

1. The hearing will be private, unless an open hearing is requested by the student. At an open hearing, interested members of the community may observe all aspects of the hearing except the deliberation of the Board so long as the hearing is not interrupted by the observers.
2. Either a tape recording or a written record will be made.
3. On behalf of the University the charges and evidence will be presented by the Assistant to the Vice President for Student Affairs, the Assistant to the Vice President for Student Affairs' representative, or the individual bringing the charges.
4. The accused student shall be entitled to be accompanied by a La Salle University faculty member, administrator, or student. The role of the accused student's representative will be advisory in nature. No one outside the University community may be in attendance at a University Hearing.
5. Any party may present witnesses subject to the Board Chair's or Hearing Officer's determination of the witnesses' relevance to the case. Members of the Board or the Administrative Hearing Officer may address questions to any party involved in the proceedings. The student will have the opportunity to ask questions of the person presenting the charges or of witnesses in the case.
6. If for the lack of sufficient reason, as judged by the Board Chair or the Administrative Hearing Officer, an accused student fails to appear at the established time of the hearing, the presiding officer reserves the right to conduct the hearing without the presence of the accused. If the absence is unexcused, the accused forfeits any rights to appeal. No recommendation or imposition of sanction shall be based solely upon the failure of the accused to appear at the hearing.
7. The Board Chair or Administrative Hearing Officer will make known the decision to the Assistant to the Vice President for Student Affairs. The Assistant to the Vice President for Student Affairs will be given a record of the hearing and written reasons for the decision. The Board Chair or Administrative Hearing Officer will notify the student in writing of the decision.

Sanctions

Disciplinary action is based on the seriousness of the offense, individual circumstances, and the best interest of the general educational community. All sanctions shall be stated in writing and will be a matter of record in the Assistant to the Vice President for Student Affairs' office. A combination of sanctions may be invoked, as deemed appropriate. The sanctions which may be imposed upon individuals or organizations for the commission of offenses recognized by the University judicial system include the following:

Conduct Warning

A Conduct Warning is a notice in writing that the student's conduct necessitated the initiation of disciplinary proceedings. The nature and circumstances of the conduct does not warrant more severe disciplinary action, but this warning will be a matter of record in the Assistant to the Vice President for Student Affairs' office for future reference. Restitution, mandatory counseling, a fine, a mandatory alcohol referral, or a redirective/educational project may be conditions imposed with a conduct warning.

Probation

Probation is a more severe sanction than a conduct warning and it includes a period of review and observation during which the student must demonstrate the ability to comply with University rules, regulations, and/or other conditions which may be imposed during the probation. Probation may be administered in two forms.

1. **Specific Probation:** the sanction with or without conditions is imposed for a specific period of time.
2. **General Probation:** the sanction is imposed for the student's tenure at the University. Conditions when imposed, may or may not extend through the student's tenure.

Conditions of probation shall be consistent with the offense committed and the rehabilitation of the student. Conditions may include but are not limited to the following, or any combination thereof.

1. **Suspension of individual from representing the University in an official capacity**: This includes the student's participation in intercollegiate activities or as an officer in a campus organization.
2. **Deferred Suspension from University Housing**: A warning that, if a student is again found guilty of violating a University rule, regulation, or disciplinary sanction, suspension from a particular residence hall, all University housing, and/or from entering any University housing is imminent.
3. **Suspension from University Housing**: The loss of housing and visitation privileges in a certain residence hall, or in all University controlled housing. The specific period of time can not be less than the remainder of the semester in progress. There is no reimbursement for a student's housing contract. Upon the student's return to housing the student will not have the privilege of self selecting a roommate or a specific type of accomodation. The student will also lose a minimum of two housing lottery points as a penalty for the suspension from housing. (See Residential Community Standards section.)
4. **Deferred Suspension from the University**: A warning that if a student is again found guilty of violating a University rule, regulation or sanction, suspension from the University is imminent.
5. **Restitution**: As defined below.
6. **Fines**: As defined below.
7. **Redirective/Educational Programs**: As defined below.
8. **Restricted Access**: As defined below.
9. **Restriction of Room Selection Privileges**: As defined below.

Suspension

Suspension is the termination of student status for a specified period of time. The conditions of re-admission shall be stated in the order of suspension. Students suspended will be charged full fees for the academic and/or housing expenses for the semester in which the suspension occurs. Students will be assigned the grades which would be appropriate if they were withdrawing voluntarily. Students with board contracts shall receive a pro-rated refund. There is no reimbursement for housing contracts. A statement of the student's status shall be sent to the appropriate academic dean.

Dismissal

Dismissal is the permanent termination of student status and separation from the University. Students dismissed will be charged full fees for the semester in which the dismissal occurs; students with board contracts shall receive a pro-rated refund. Students shall be assigned the grades which would be appropriate if they were withdrawing voluntarily. There is no reimbursement for housing con-

tracts. A statement of the student's status shall be sent to the appropriate academic dean.

NOTE: Due to the fact that the vast majority of La Salle undergraduates are legal dependents of their parents, the University reserves the right to contact parents when sanctions of suspension from the residence halls, suspension from the University, or dismissal from the University are imposed. Independent students should contact the Assistant to the Vice President for Student Affairs to notify the University of his/her independent status.

Restitution

Restitution is the reimbursement to the University or a member of the University community for damage, destruction, or misappropriation of property on University premises. When imposed, restitution is in addition to a previously defined sanction.

Fine

Fines are penalty fees payable to the University of no less than $5.00 and no greater than $200.00 depending on the degree of infraction. The amount is to be determined by the appropriate Preliminary Hearing Officer, Judicial Board, or Administrative Hearing Officer. Such fines when imposed are in addition to the sanction or restitution.

A combination of sanctions may be invoked, for example, restitution and probation.

Redirective/Educational Projects

These are projects or programs which promote the rehabilitation or education of the student through experiences aiding in personal growth; in understanding of the community; in contributing to the University community; and/or in contributing to the larger community outside of the University.

Restricted Access

Restricted Access, more commonly known as a No Trespassing Notice, is official notification that an individual is no longer welcome to visit campus facilities. This may be administered for specific or general areas of the campus and with or without a termination date. The University may request non-campus police intervention and/or arrest when there is knowledge of an individual on the Restricted Access List in violation of the restriction.

Restriction of Room Selection Privileges

The Restriction of Room Selection Privileges includes the loss of housing lottery points and the loss of the privilege to self-select a roommate and/or specific accomodations as a resident student.

Disciplinary Hold

A Disciplinary Hold is a "hold" which is placed upon a student's academic records. This is usually applied for failure to complete a sanction, failure to pay a fine/restitution or failure to attend a preliminary hearing. A hold will result in the student being unable to register for classes, receive grades, receive transcripts and/or receive other services normally provided through the Registrar's Office.

Interim Suspension

Interim Suspension is the suspension of a student's enrollment, housing or other University privileges pending the full consideration of a disciplinary case. The Assistant to the Vice President for Student Affairs must positively determine the following two items for a student to be placed on Interim Suspension:

1. There is a reasonable cause to believe that a student has violated any of the University's rules and regulations; and
2. There is a reasonable cause to believe that danger and disruption will be present if a student is permitted to remain on campus or in University housing.

Procedures for Appeal

1. The accused student or individual filing a disciplinary report may appeal the decision of the Judicial Board or Administrative Hearing Officer by stating so in a letter to the Assistant to the Vice President for Student Affairs within five (5) days after the

decision has been communicated verbally or in writing to the student.

2. For an appeal to be heard, the student must be able to demonstrate to the Assistant to the Vice President for Student Affairs one or more of the following:

   a. That he/she did not receive a hearing consistent with the principles of due process.

   b. That the sanction was arbitrary or capricious.

   c. That certain relevant evidence was not reviewed.

   d. That new evidence is available.

3. Normally, an appeal will be limited to a review of the report of the Judicial Board or the Administrative Hearing Officer.

4. When the grounds for an appeal have been established, one of the following procedures will be followed:

   a. The Assistant to the Vice President for Student Affairs may accept the report as presented or as subject to a specific reduction in the sanction imposed, may return the case to the appropriate board or Hearing Officer for further proceedings, or may dismiss one or more of the charges entirely.

   b. At the discretion of the Assistant to the Vice President for Student Affairs or upon written request of the student, an Appeal Board may be established. The Appeal Board will include an administrator appointed by the Vice President for Student Affairs and two representatives from the Judicial Board designated by the Assistant to the Vice President for Student Affairs. The Assistant to the Vice President for Student Affairs shall sit as chair (ex-officio) of the Appeal Board. Board decisions in all cases are advisory to the Assistant to the Vice President for Student Affairs. The Appeal Board will determine the procedure it wishes to follow after consideration of the specific case. The Appeal Board shall adhere to the principles of due process as stated in the University's Disciplinary Procedures.

Part IV: STUDENT ORGANIZATION POLICIES

Registration of Student Organizations

Student groups wishing to utilize University facilities for meetings and programs must register their organization with the Director of Student Life.

To register an organization, a group must submit a statement of purpose to the Director of Student Life who explains the procedures, reviews the statement, and determines whether it is consistent with the University's goals and policies.

If the statement is found to be consistent with University goals and policies:

1. The organization will be so notified in writing by the Director of Student Life.

2. The organization will submit a listing of officers to the Director of Student Life.

3. The organization may submit the name of a faculty or administrative advisor to the Director of Student Life if deemed necessary.

4. A yearly renewal of registration will take place the last week of class during the Spring Semester by the submission of a listing of new officers for the following school year (Groups which do not renew registration in this manner automatically are considered defunct.).

5. The organization may seek the following services and facilities:

   a. To obtain a campus mailbox.

   b. Participation in "all-University" functions if permission is granted by the sponsoring organization or offices.

c. To open an Agency Account in the Bursar's Office. The organization will be required to adhere to any policies established for the management of Agency Accounts.

d. Use of University facilities for meetings and programs according to policies established for such use.

e. Use of University facilities for two organization meetings while the application for registration is being considered.

f. Use of the University name after approval through a formal request to the Director of Student Life.

Groups whose statements of purpose are found to be inconsistent with University goals and policies may submit a new statement after consultation with the Director of Student Life.

Registration of Club Sport Activities

Club Sports are student organizations which provide instruction, competition, and/or recreation activities requiring physical skill. Participation may involve intercollegiate, interclub, intraclub, and/or extramural competition and recreational, instructional, and/or social activity. Students wishing to organize a Club Sport team must participate in a registration process that involves the Director of Student Life, the Assistant Director of Recreation and Intercollegiate Athletics, and the Athletic Committee.

Initially, the group must submit a statement of purpose or consitutution to the Director of Student Life along with a list of officers and members as well as the coach's name and address.

If approved by the Director of Student Life, the constitution/statement of purpose and supporting documents will be reviewed by the Athletic Committee. If the Athletic Committee endorses the particular Club Sprot, the Director of Student Life and the Assistant Director of Recreation and Intercollegiate Athletics will be notified and, in turn, the Club Sport team will become a registered organization.

Registered Club Sport teams are entitled to all of the privileges accorded to registered student organizations. Further more, Club Sport teams must adhere to all University policies governing student organizations including the following specific regulations:

1. No liabilities or expenses may be contracted in the name of La Salle University. Prior to the purchase of any equipment or the signing of any contracts, an exculpatory clause must be signed by the potential vendor or other party and filed with the Assistant Director of Recreation and Intercollegiate Athletics.

2. Authorization from the Director of Student Life is necessary before a Club Sport team initiates fund-raising activity on or off-campus.

3. Access to University playing and practice fields, courts, and related facilities and University owned transportation is based on availability and at the discretion of the Assistant Director of Recreation and Intercollegiate Athletics. Such requests should be submitted to the Athletic Department at the beginning of the Club Sport team's competitive season.

4. Club Sport teams must file regular reports with the Director of Student Life during the academic year or season of the sport. Included among these reports are financial statements, summaries of completed and planned activities, notices of meetings, and contracts.

5. The Coach and/or advisor of each Club Sport team must obtain a signed "Insurance Waiver and Assumption of Risk" form from each team participant before the student may participate in either practice or competition.

6. Authorization for use of the name "La Salle University" or "Explorers" must be obtained from the Assistant Director of Recreation and Intercollegiate Athletics as the final step in the registration process.

(Approved by Student Affairs Committee, Spring 1991)

Institutional Recognition of Student Organizations

Institutional recognition is granted only to organizations which have been registered for three consecutive years or more. Additionally, such organizations must, in the judgement of the Director of Student Life, serve and affect a broad constituency of the student body, have an open membership policy, and provide regular programs and services to the campus community.

A constitution detailing the function of the organization is submitted to the Director of Student Life, who approves or disapproves the request for recognition. Groups not receiving approval will be provided an explanation and may submit a revised constitution. A second or final disapproval may be appealed to the Student Affairs Committee, which will review the decision.

The implication in obtaining institutional recognition is that an organization has become a permanent group and, in particular, may request an annual program budget through the Activities Funding Board, as opposed to seeking funds for individual events as a registered group would do. Additionally, the group retains all the prerogatives of a registered group.

Social/Service/Professional Fraternities & Sororities

In addition to more than eighty active student organizations, ten local and national social/service/professional fraternities (Alpha Chi Rho, Delta Sigma Pi, Phi Beta Sigma, Phi Gamma Delta, Phi Kappa Theta, Pi Kappa Phi, Sigma Beta Kappa, Sigma Phi Epsilon, Sigma Phi Labmda, Tau Kappa Epsilon) and six local and national social/service/professional sororities (Alpha Theta Alpha, Delta Phi Epsilon, Delta Sigma Theta, Gamma Phi Beta, Gamma Sigma Sigma, Phi Gamma Nu) are registered student organizations. For many students, participation in Greek organizations is a rewarding and fulfilling out-of-class activity. The Greek system provides special opportunities for leadership training, social service activity, and the development of friendships and a greater sense of community which often enhance students' experiences as undergraduates and alumni. In order to support and assist the La Salle Greek organizations, the following regulations/guidelines have been adopted as standards held by all members of the La Salle Greek community.

1. Membership and participation in Greek organizations is open to all full-time students and may not be denied based on race, religion, national origin or physical handicap. Furthermore, the members of the La Salle Greek system advocate the elimination of all forms of discriminatory behavior through explicit statements in their individual chapter constitutions.

2. In order to pledge a fraternity/sorority, students must have earned a minimum of fifteen (15) credits and be in good acadmic standing (Free of Academic Censure - determined by the Academic Deans).

3. In order to maintain active status in a sorority/fraternity, students must be in good academic standing (Free of Academic Censure - determined by the Academic Deans).

4. Each semester all Greek organizations must submit to the Student Life Office a list of current officers and the active and pledge class members, along with a statement of any significant changes in their constitution or by-laws.

5. Each fraternity/sorority must establish and communicate to their members the penalities for violations of the University's hazing policy.

6. Each sorority/fraternity must participate in the educational programs provided by the University concerning alcohol and other drug use and abuse.

7. Representatives of each sorority/fraternity must participate in the Inter-Fraternity/Sorority Council and attend the annual student organization leadership development and education programs presented by the Student Affairs Division.

Approved by the Student Affairs Committee, March 27, 1991)

Revocation of Registration or Recognition

Any student organization which has been granted institutional registration or recognition and which violates its own statement of purpose/constitution, or fails to comply with University policies is liable to revocation of registration or registration/recognition.

Should either of these points be violated by the student group, a complaint may be filed by an administrator, faculty member, or student to the Director of Student Life. The Director will review the case against the student group and decide for or against revocation. The student group may appeal this decision to the Student Affairs Committee.

Academic Standing and Participation in Activities

Students running for major offices or applying for appointment to University Committees must have a minimum cumulative index of 2.25 to be eligible and must maintain an index of at least 2.0 during the duration of their term. A minimum 2.25 cumulative index is required when standing for re-election or re-appointment. This policy applies to the following positions:

1. All S.G.A. appointees to University Committees.
2. All S.G.A. officers, all members of the Student Senate, and all other S.G.A. Executive Board members.
3. Editors-in-Chief and editorial staff of all University funded student publications.
4. All elected officers or committee chairs of student groups annually funded by the University.

This policy is administered by the Director of Student Life who will certify eligible candidates prior to election campaigns and/or appointment and at the beginning of each semester. The Director of Student Life is the final judge of eligibility.

(Approved by Student Affairs Committee, October 25, 1984)

Participation in Intercollegiate Athletics

To be eligible to represent the University as a participant in the intercollegiate athletics program, all student-athletes, managers, trainers, cheerleaders, and dance team members must be in good academic standing (Free of Academic Censure - as determined by the Academic Deans) during each season/semester of competition. Furthermore, all participants must be full-time (minimum of 12 credit hours) day division students and comply with applicable Metro Atlantic Athletic Conference (MAAC) and National Collegiate Athletic Association (NCAA) Division I eligibility and satisfactory progress requirements.

This policy, as endorsed by the Athletic Committee (Spring, 1991), is administered by the Director of Recreation and Intercollegiate Athletics who will verify eligible particpants at the beginning of each season/semester of competition. The Director of Recreation and Intercollegiate Athletics is the final judge of eligibility.

Standing for Election/Appointment

The University recognizes the time commitment involved in assuming an executive position in an annually funded organization. Therefore, students may hold more than one position only with the approval of the advisors of the organizations involved and the Director of Student Life. *(Approved by Student Affairs Committee, April 15, 1983)*

Student Organization Use of Bulletin Boards

Student organizations may use available tack boards in University buildings; permission from the Director of the Library or the Assistant Director of Student Life for Union Operations is required for posting in these buildings. All posters must be approved by the Assistant Director of Student Life for Union Operations and may not be posted on trees, walls, woodwork, or other places where they deface property. In general, student use of bulletin boards is to conform with

the guidelines available from the Assistant Director of Student Life for Union Operations.

Banner Policy

Student organizations, acadmic and administrative departments, and individual students, faculty, and administrative staff wishing to hang banners from the balconies of the La Salle Union must secure authorization from the Director of Student Life. Approval will be based on the following criteria:

1. The banner must not be sexist, racist, or vulgar in content or in substantial opposition to the values and beliefs commonly held by the Christian-Catholic tradition in both its past and present expression. Content must comply with all applicable university policies. When symbols or unfamiliar acronyms are used, a statement of meaning must be filed with the Director of Student Life.

2. Normally, a banner may hang for a period not to exceed two (2) weeks. Banners may not hang during university-wide events, i.e. Parents Weekend, Open House, Discover the Difference Personally, Alumni Reunions, except those advertising that particular event. Exceptions may be granted by the university officer sponsoring that program.

3. With the exception of banners promoting university-wide events, banners should be no larger than four (4) by six (6) feet. Approval will be based on content and not the physical appearance of the banner.

4. Normally, only five (5) banners may hang at one time. Exceptions may be granted for events involving multiple student organizations or academic/administrative departments. The Director of Student Life reserves the right to assign space, i.e. Ballroom, Music Room, or Student Life balconies.

5. When a University banner is hung, physical space must be compromised, not excluded, for it.

Policy for Use of Agency Accounts by University Funded Organizations

1. Income generated through the sale of advertising and/or publications may be deposited into an Agency Account. Any other income producing programs must comply with the regulations established for all student organizations.

2. All University funded groups sponsoring income producing programs and activities must refund expenditures for the income producing event to the University budget and may then deposit the expenditures into an Agency Account.

3. Student groups receiving an annual budget or receiving University funds are required to submit a report of Agency Accounts to the Funding Board. When and how reports are requested is to be determined by the Funding Board.

(Approved by Student Affairs Committee, November 20, 1980)

Policy for Student Organization Use of University Facilities

The following norms for use of campus facilities by student organizations have been established to be consonant with a) the individual rights of assembly and free speech; b) the special necessity there is to preserve these rights and those of the serious and free academic search for truth; c) the rights and duties of the La Salle community to abide by the spirit of the Christian-Catholic faith; d) the just requirements and expectations of the La Salle community that La Salle's administration will do its reasonable best to preserve, maintain, and develop a milieu of discovery consonant with that spirit:

1. The University subscribes to and supports the rights of students to meet in free assembly in University facilities reserved for that purpose and to pursue free discussion there. The heterodoxy of ideas that may be expressed is not a sanctionable matter insofar as University policy is concerned. The University also subscribes to and encourages student use of University facilities for

business meetings and for social, cultural, and recreational activities. At the same time, while acknowledging that individuals have a right to be themselves and to live by the dictates of their own consciences and values in their private lives, the University also holds that it has a corresponding right to deny use of facilities to those who are unable or unwilling to abide by University regulations or who do anything to cause a positive harm to this community or its members.

2. All student groups intending to use facilities on a regular basis must file a statement of organization purpose(s) in order to qualify for the use of those facilities. Groups are required to state the use to which a requested facility is to be put and to demonstrate, if asked, that their stated purpose(s) and actual activities are consonant with one another. Groups are, moreover, obliged to follow all regulations for the specific facility they use. When a group is refused permission to use facilities, a Student Affairs administrator will notify the group, stating reasons. A group to whom permission to use facilities has been denied will have the opportunity to restate and resubmit its request.

3. University facilities may not be used by a student organization when such use occasions clear and present danger to persons or property; constitutes commission of a crime; occasions actions which are in substantial opposition to the values and beliefs commonly held by the Christian-Catholic tradition in both its past and present expression; or occasions by its public exercise within University facilities a serious disruption of the peace so vitally necessary to the academic and scholarly pursuits which are the day-to-day reasons for La Salle's existence as an institution of higher learning.

4. While in all such matters the University administration must be the final judge, the administration must keep itself in a constant attitude of readiness to engage in honest dialogue with any and all student organizations desiring to use University facilities. Moreover, the University administration and indi-vidual student groups have a responsibility to themselves and to the total University community to explore individually and together an ever-deepening, ever-expanding University community life in which specific decisions may be taken, adhered to, and changed. Policy governing student organization use of University facilities is established by the Vice President for Student Affairs in consultation with the Student Affairs Committee; it is administered by the Director of Student Life.

(Approved by Student Affairs Committee, February 8, 1983)

University Calendar Committee

The University Calendar Committee has been established to encourage campus organizations, offices, and departments to plan events in advance; to permit a campus-wide review of the University's calendar to avoid the scheduling of conflicting events or those that excessively tax University services; and to enhance the University's public image. The Committee will review all programs/activities held in academic areas, Hayman Hall, the Union, outdoor playing fields, the quad, the Peale Estate, etc. Normally, the Committee will not judge the value or nature of the event itself, but will determine whether activities can or should be held concurrently. The Committee may also place provisions on those scheduling conflicting events, e.g., use of Good Shepherd for parking, no University Food Services available, use of other areas than the one requested, no events held the day prior to an event of institutional significance.

Membership includes the Director of Student Life (Chair), the Director of Public Affairs, the Director of Food Services or his/her designee, the Director of Campus Security or his/her designee, the Director of Physical Facilities or his/her designee, the Administrative Assistant to the Provost, a member of the Evening Division staff, a faculty member appointed by the Faculty Senate, and a student appointed by the Students' Government Association.

Committee Procedures

1. The Committee will meet four (4) times a year. Additional meetings can be called by the chair.

2. Prior to mid-May, all faculty, administrators, and student organizations should submit program dates for the next academic

year to the Director of Student Life. The Director will prepare a summary of planned events for each Committee member.

3. In scheduling, priority will be given to those events: (a) that are sponsored by on-campus offices, departments, or student organizations, (b) that are considered University-wide in nature, and/or (c) have significant impact on the University's recruiting, fund raising, and/or public image if sponsors have met the deadline in #2 above.

4. The following programs/events/activities do require authorization from the Calendar Committee:

   a. All programs/events/activities to be held on the same date as an event specified in #3 above.

   b. All programs/events/activities that will be publicized in any fashion off campus, e.g., newspaper ads, conference brochures, mailings, etc., and which will bring guests to campus.

   c. All non-academic programs to be held in Olney 100 if not in conjunction with a program listed in # 3 above.

   d. All films/lectures/performances to be held during Tuesday/Thursday free periods.

   e. All programs/events/activities that will use a major University facility on multiple dates or over an extended period.

   f. All programs/events/activities that will use multiple facilities on the same date(s).

5. Routine requests (those not included in #3 and #4 above) may be approved by the appropriate scheduling office, i.e., Athletic Department, Food Services Department, Public Affairs, Registrar, Union Information Center, without consultation with the Calendar Committee.

6. All requests from off-campus organizations, regardless of affiliation, must be submitted to the Director of Public Affairs. When deciding for or against approving the program proposal and/or access to facilities, the Director of Public Affairs will be guided by the policy for "Use of Facilities by Off-Campus Groups" (see page 114). Once the requesting group has been approved, final scheduling of date(s) and facilities must be approved by the Calendar Committee (Organizations and events are considered off-campus in nature if the majority of those attending are not University faculty, administration, or students.).

7. The Committee will need to review the proposed schedule and will decide to authorize or not authorize an event on the given date.

8. In reviewing proposed events, the Calendar Committee will not analyze ideological content of the activity. Conversely, authorization of an event does not imply institutional approval of content.

9. The Committee will meet in early June, October, December, and February to review the events' calendar and to discuss activities for the next academic year which require advance confirmation. Additional meetings may be called by either the Director of Student Life or the Director of Public Affairs as needed.

10. Program sponsors whose events have not been authorized will be provided with an alternative date(s).

(Approved by University Council, February 6, 1989)

Policies For Reservation of La Salle Union Facilities by Campus Groups

Whenever La Salle Union facilities are to be used for routine administrative, academic, or extra-curricular purposes, a reservation must be secured from the Union Information Center.

All reservations and related requests (room set-up, special equipment, etc.) are tentative until confirmed in writing. This applies, as well, for reservation changes.

Reservations will be accepted on a first come, first served basis. The reservation staff reserves the right to assign space to be used for a

meeting or function. When a request for a particular area is made, every effort will be made to honor the request.

Reservations and reservation changes must be submitted at least 48 hours in advance.

Those individuals or groups using facilities are expected to leave them in good order. Sponsoring groups are responsible for damages to facilities.

University regulations preclude regular use of La Salle Union facilities for classes, course seminars, labs, and other strictly class related meetings. Reservations of this type normally must be for academic facilities.

Recognized and registered student organizations and University offices and departments will not be charged for use of Union facilities; however, some personnel costs will be charged to sponsoring groups. Personnel costs may include such items as maintenance supervisor, security staff, janitorial staff, matron, electrical staff, etc. Personnel charges, if any, will be specified when the facility is requested, and the sponsor will sign an agreement for any expenses before confirmation will be given. *(Approved by Student Affairs Committee, Spring 1976)*

Procedures for Reservation of Facilities by Campus Groups

Requests for routine use of all La Salle Union facilities should be made to the Information Center in the La Salle Union Building.

Reservation requests may be submitted only on the specific form which is available at the Information Center. The forms completed for reservations in the next academic year will be accepted as of April 1 of the previous Spring Semester and will be filed in order according to the date of receipt. Requests for non-routine use of facilities will be forwarded to the University Calendar Committee for disposition.

Requests for routine meetings/functions in the Union will be confirmed by the Union reservation staff. The confirmation process for the Fall Semester will begin on July 1 and the review of similar requests for the Spring Semester will begin on November 1. The sponsor of the event will be informed of the confirmation through the return of the appropriate copy of the reservation form.

In the case of duplicate requests for the same date and facility, the applicants will be notified of the conflict and provided alternative dates and/or facilities. The staff will attempt to resolve the conflict to the mutual satisfaction of the applicants. The revised requests will then be confirmed for each group. If a satisfactory resolution can not be achieved, the Assistant Director and Director of Student Life will assign the facilities and/or dates and inform the persons and groups involved.

Reservation requests received after June 30 or October 31 will be acted upon as received. Requests for previously reserved facilities will be accommodated with the most suitable alternative facility and/or date. When policy questions are involved in decisions regarding facility use, the Information Center will consult with the Director of Student Life and/or the Director of Public Affairs and/or the University Calendar Committee before the request is confirmed or denied.

Questions regarding the facilities reservation procedures should be directed to the Assistant Director of Student Life, extension 1375 or the Director of Student Life, extension 1371.

Procedure for Routine Use of Union Facilities

Faculty and Administration — submit a reservation form one week in advance signed by a faculty member or administrator and with the department clearly identified.

Recognized/Registered Day and Evening Student Groups — submit a reservation form signed by the student representative and faculty advisor, when applicable.

Non-Registered Student Groups — submit a reservation form and "Declaration of Responsibility" to the Information Center along with a security deposit. Disposition of the reservation request will be sent to the individual signing the form. The security deposit will be returned within seven (7) days following the reservation, provided there has been no damage to property.

(Approved by Student Affairs Committee, Spring 1980)

Use of Facilities by Off-Campus Groups

General Information

The facilities of La Salle University serve a day school student body of nearly 3,500, an evening enrollment of approximately 2,000, a graduate population of over 1,000, and an alumni group numbering over 31,000. A twelve (12) month academic schedule places heavy demand on University facilities.

Within this context, La Salle University's policy is to make its facilities available to appropriate off-campus groups when possible. Organizations and events are considered off-campus in nature if the majority of those attending are not University faculty, administration, or students.

When requests to use campus facilities are reviewed, the following factors will be considered: the nature of the sponsoring organization; the content of the program and/or activity; and the University's academic calendar.

1. **The Sponsoring Organization:** Appropriate groups include those non-profit organizations whose purposes are primarily educational, professional, philanthropic, civic, and community in nature. Those whose organizational purpose is primarily political, fraternal, or proprietary will not be considered.

2. **Program Content:** Programs must be educational or focus on community development. Activities that are primarily social, cultural, or entertaining can only be accommodated during those periods of low University demand (See #3 below.).

The Director of Public Affairs will consult with the Dean of the Evening Division when proposed programs are educational in nature and offer continuing education credits.

Requests cannot be honored for facilities to be used for fund raising.

3. **Calendar:** The University's heaviest use of campus facilities is during September 1 through May 15. Access to facilities is limited during this time and facilities are available only for educational and community development purposes. Also, priority is given to those appropriate groups (see #1 above) sponsored by members of the University community or located within the GLOW (Germantown/Logan/Olney/West Oak Lane) area.

La Salle University reserves the right to deny use of its facilities where University policy would be violated or where there is question of safety and/or security of University personnel, buildings, or neighborhood.

In the event of multiple requests by off-campus groups for a facility on the same day, organizations sponsored by La Salle University faculty, administration, or students will be given preference.

The use of facilities is subject to the policies of La Salle University and the specific regulations of the facilities requested for use.

All groups must agree to pay for extraordinary costs incurred in the use of facilities, said costs to be itemized before confirmation of use of facilities.

Procedures

Requests for use of University facilities should be directed to

Director of Public Affairs
La Salle University
20th Street and Olney Avenue
Philadelphia, PA 19141

All requests will be channeled to the University Calendar Committee for final disposition and assignment of date(s) and facilities. When questions of policy are involved, the Director of Public Affairs may consult with the Director of Student Life and/or the Vice President for Student Affairs and the Vice President for Development before approving an organization's access to University facilities.

Disposition of the request will be forwarded to the applicant. Requesting groups are advised not to sign contracts or publicize the event prior to receiving confirmation of the reservation.

(Approved by University Council, February 6, 1989)

Leadership Development

Student organizations funded by the University or the Activities Funding Board must be represented at a minimum of one-half of the leadership training programs offered each semester by the Student Life Office. Appropriate representatives include Editors-in-Chief and editorial staff of all funded student publications, and all elected or appointed officers and committee chairs of student groups receiving funds from the University or the Funding Board (either annual budgets or Contingency and Travel funds).

(Approved by Student Affairs Committee, April 17, 1986)

Student Ticket Sales

Tickets for on-campus programs which utilize University facilities or off-campus student programs sponsored by the University may be sold through the Information Center. A service charge is permissible under this policy. *(Approved by Student Affairs Committee, October 25, 1984)*

Student groups should contact the Administrative Assistant for Union Operations (Union, first floor) at least one week prior to the sale. The Information Center personnel assist the group with publicity via the La Salle Union bulletin boards, the P.A. system, and the radio station. The Information Center does not send out mail orders, take phone orders, nor sell tickets without receiving payments unless the action is discussed with the president of the sponsoring organization and the Assistant Director of Student Life for Union Operations. The sponsoring group must expect to pay for these extra services. Student groups wishing additional information on this policy and procedure are invited to contact the Information Center.

Student Organization Contracts

Contracts made for student sponsored events that are considered University or class wide in nature must be signed by the Director of Student Life. Upon request, the Director of Student Life will assist student organizations in contract negotiations.

Fund Raising

Soliciting funds, selling chances, or merchandising of any kind is not allowed without the permission of the organization and the approval of the Director of Student Life. Solicitation is also not allowed in the Residence Halls without the approval of the Director of Resident Life.

Part V:
STUDENT PRESS POLICIES

Objectives of the Student Press Committee

The Student Press Committee was established to create and maintain an environment at La Salle in which high quality student newspaper, radio station, and other media forms will most effectively benefit the entire University community. The Committee will formulate general policies for student newspapers, radio stations, etc. and advise the Vice President for Student Affairs on related matters.

Responsibilities

1. The Committee will appoint the editors of student newspapers, managers of student radio stations, etc., from those certified by respective staff editorial boards, or from other applicants should these boards fail to submit candidates.
2. The Committee will meet for consultation with student editors, station managers, etc., at the request of any Committee member or of the Vice President for Student Affairs.
3. The Committee may conduct post-publication/broadcast reviews of student newspapers and radio stations.
4. The Committee may review financial and legal matters involving student newspapers and radio stations.
5. The Committee may question any policy of a student newspaper or radio station and make recommendations to the governing boards of the organization.
6. The Committee will function as an arbitration board for any disputes which cannot be resolved between faculty, administrators, students, or advisors and student editors or the manager of a radio station.
7. The Committee may, with just cause, impose censure, suspension, or removal as editor/manager upon any editor-in-chief of a student newspaper or manager of a student radio station, provided the student has been given the opportunity to present his or her case before the Committee (See Appendix B to these By Laws).
8. The Committee or selected Committee members will participate in the recommending and/or selecting of the *Collegian* and WEXP advisor.

Membership

1. The Committee will be composed of the following nine (9) voting members.
   a. Student: Day *Collegian* Editor, ex-officio
   b. Student: WEXP Station Manager, ex-officio
   c. Student: Two (2) at-large student members, neither of whom should be a member of any publication/station whose editors/managers sit ex-officio on this committee.
   d. Faculty Members: Three (3) to be appointed by the Faculty Senate, for a three (3) year term.
   e. Administrators: One (1) to be appointed by the Vice President for Student Affairs for a three (3) year term.
   f. *Collegian* Advisor: One (1) to be appointed by the Vice President for Student Affairs upon the recommendation of the Director of Student Life from the La Salle University faculty or administration for a two (2) year, renewal term, ex-officio.
   g. WEXP Advisor: One (1) to be appointed by the Vice President for Student Affairs upon the recommendation of the Director of Student Life from the La Salle University faculty or administration for a two (2) year, renewal term, ex-officio.

2. Officers:

   a. Chair: To be elected annually by the members of the Committee from its membership. His/her duties will be to preside over meetings and to act for the Committee in matters which it delegates.

   b. Vice Chair: To preside in those instances when the Chair is not present.

   c. Secretary: Administrative appointee, ex-officio.

Meetings

1. Regular Meetings: The Committee will meet at least once during each semester.

2. Special Meetings: The Chair may call a meeting whenever circumstances warrant doing so.

Quorum

A quorum will consist of six members of the Committee.

Amendment

The By Laws may be amended by a majority of the Committee (i.e., at least six) provided the amendment was listed on the agenda.

(Approved by Student Affairs Committee, April 2, 1984)

Appendix A

"FROM THE JOINT STATEMENT ON RIGHTS AND FREEDOMS OF STUDENTS"

(by American Association of University Professors, National Student Association, Association of American Colleges, National Association of Student Personnel Administrators, and National Association of Women Deans and Counselors)

Student publications and the student press are a valuable aid in establishing and maintaining an atmosphere of free and responsible discussion and of intellectual exploration of the campus. They are a means of bringing student concerns to the attention of the faculty and the institutional authorities and of formulating student opinion on various issues on the campus and in the world at large.

Whenever possible the student newspaper should be an independent corporation financially and legally separate from the university. Where financial and legal autonomy is not possible, the institution as publisher of student publications, may have to bear the legal responsibility for the contents of the publications. In the delegation of editorial responsibility to students the institution must provide sufficient editorial freedom and financial autonomy for the student publications to maintain their integrity of purpose as vehicles for free inquiry and free expression in the academic community.

Institutional authorities, in consultation with students and faculty, have a responsibility to provide written clarification of the role of the student publications, the standards to be used in their evaluation, and the limitations on external control of their operation. At the same time, the editorial freedom of student editors and managers entails corollary responsibilities to be governed by the canons of responsible journalism, such as the avoidance of libel, indecency, undocumented allegations, attacks on personal integrity, harassment, and innuendo. As safeguards for the editorial freedom of student publications the following provisions are necessary.

1. The student press should be free of censorship and advance approval of copy, and its editors and managers should be free to develop their own editorial policies and news coverage.

2. Editors and managers of student publications should be pro-tected from arbitrary suspension and removal because of student, faculty, administrative, or public disapproval of editorial policy or content.

3. All University published and financed student publications should explicitly state on the editorial page that the opinions there expressed are not necessarily those of the college, university or student body.

Appendix B

GUIDELINES FOR CENSURE, SUSPENSION, OR REMOVAL OF STUDENT EDITORS-IN-CHIEF

The Student Press Committee subscribes to the principles articulated in the "student publication" portion of the AAUP "Joint Statement on Rights and Freedoms of Students," portions of which appear as APPENDIX A above. The Committee particularly agrees that student publications "...are a valuable aid in establishing and maintaining an atmosphere of free and responsible discussion and of intellectual exploration on the campus," that "they are means of bringing student concerns to the attention of the faculty and institutional authorities," and that they are vehicles for the formulation of "student opinion on various issues on the campus and in the world at large." The committee emphasizes, therefore, that "the student press should be free of censorship and advance approval of copy, and its editors...should be free to develop their own editorial policies and news coverage."

The Committee also agrees that "editorial freedom of student editors...entails corollary responsibilities to be governed by the canons of responsible journalism." Accordingly, the Committee is bound not to allow student publications to be used by those who perpetuate libel, indecency, undocumented allegations, attacks on personal integrity, and the techniques of harassment and innuendo.

The Student Press Committee encourages free inquiry and free expression for student editors, and views the invoking of censure, suspension, or removal of a student editor-in-chief as extraordinary. If such punitive action must be taken, the Committee feels equally bound to guarantee procedural fairness to any student editor, and therefore establishes the following guidelines for due process.

1. Since (at least some) student newspaper editors-in-chief are members of the Student Press Committee, it is hoped that any formal action by the Committee will be precluded through open exchange by all members of the committee on controversial matters.

2. If informal consensus cannot be attained, or if student editors should evidence bad faith through refusal either to appear before the full Committee or to discuss their rationales for certain editorial decisions, the Committee can officially censure, through majority vote of the full Committee (i.e., at least five votes) a student editor-in-chief (a student editor who is a member of the Committee would not vote should he/she be the accused in the case).

3. Suspension or removal of an editor as editor may be imposed only after the student has been informed in writing of the charges against him/her, and after he/she has been provided a fair opportunity to refute such charges. The student editor would be entitled to an advisor, could call witnesses, conduct cross-examination, and so forth. The Committee's decision may be appealed directly to the Vice President for Student Affairs.

Appendix C

CODE OF ETHICS OR CANONS OF JOURNALISM AMERICAN SOCIETY OF NEWSPAPER EDITORS

The primary function of newspapers is to communicate to the human race what its members do, feel, and think. Journalism, therefore, demands of its practitioners the widest range of intelligence, or knowledge, and of experience, as well as natural and trained powers of observation and reasoning. To its opportunities as a chronicle are indissolubly linked it obligations as teacher and interpreter.

To the end of finding some means of codifying sound practice and just aspirations of American Journalism, these canons are set forth:

1. RESPONSIBILITY — The right of a newspaper to attract and hold readers is restricted by nothing but consideration to public welfare. The use a newspaper makes of the share of public attention it gains serves to determine its sense of responsibility, which it shares with every member of its staff. A journalist who uses his power for any selfish or otherwise unworthy purpose is faithless to a high trust.

2. FREEDOM OF THE PRESS — Freedom of the press is to be guarded as a vital right of mankind. It is the unquestionable

right to discuss whatever is not explicitly forbidden by law, including the wisdom of any restrictive statute.

3. INDEPENDENCE — Freedom from all obligations except that of fidelity to the public interest is vital.

   a. Promotion of any private interest contrary to the general welfare, for whatever reason, is not compatible with honest journalism. So-called news communications from private sources should not be published without public notice of their source or else substantiation of their claims to value as news, both in form and substance.

   b. Partisanship, in editorial comment which knowingly departs from the truth, does violence to the best spirit of American journalism; in the news columns it is subversive of a fundamental tenet of the profession.

4. SINCERITY, TRUTHFULNESS, ACCURACY — Good faith with the reader is the foundation of all journalism worthy of the name.

   a. By every consideration of good faith a newspaper is constrained to be truthful. It is not to be excused for lack of thoroughness or accuracy within the control or failure to obtain command of these essential qualities.

   b. Headlines should be fully warranted by the contents of the articles which they surmount.

5. FAIR PLAY — A newspaper should not publish unofficial charges attacking reputation or moral character without opportunity given to the accused to be heard; right practice demands the giving of such opportunity in all cases of serious accusation outside judicial proceedings.

   a. A newspaper should not invade private rights or feelings without sure warrant of public right as distinguished from public curiosity.

   b. It is the privilege, as it is the duty, of a newspaper to make and complete corrections of its own serious mistakes of facts or opinion, whatever their origin.

6. DECENCY — A newspaper cannot escape conviction of insincerity if while professing high moral purpose it supplies incentives to base conduct, such as are to be found in details of crime and vice, publication of which is not demonstrably for the general good. Lacking authority to endorse its canons the journalism here represented can but express the hope that deliberate pandering to vicious instincts will encounter effective public disapproval or yield to the influence of a preponderant professional condemnation.

(Amended and Approved by Student Affairs Committee, December, 1973)

Appendix D

COLLEGIAN ADVERTISING GUIDELINES

As publisher/manager of the *Collegian*, La Salle University grants to the student editors freedom to develop their own editorial and news coverage policies and protects them from arbitrary sanctions due to student, faculty, administrative and/or public disapproval of editorial policies and content. While granting this freedom, the University limits editorial discretion in the area of advertisements. However, as publisher/manager of the *Collegian*, the University strongly encourages *Collegian* editors to accept any advertising announcing a speech or similar campus gathering devoted to the spread of ideas.

As publisher/manager, the University retains the right to exclude advertisments for:

1. Drug and alcoholic beverages, and related products and services
2. Tobacco products
3. Research/Term paper services
4. Cousneling, services, and off-campus events pertaining to abortion, contraception, and reproduction

(Approved by Student Press Committee, March 12, 1991)

Part VI:
RESIDENTIAL COMMUNITY INFORMATION AND STANDARDS

The residences are an integral part of La Salle University, and as such, all University rules and regulations are applicable in the halls. Each student, resident or guest must observe in his/her use of the residences all federal and state laws and all ordinances and fire regulations of the City of Philadelphia. Resident students assume responsibility for reporting any illness or injury to a staff member and all students are strongly encouraged to purchase adequate medical insurance and to use the University Student Health Services.

The Housing Contract

A. **The housing contract represents an agreement between the University and the student for one academic year's rent (or from the time of arrival to the posted closing time of the Spring Semester) on a space in the La Salle student residence facilities.** All residents of dormitory-style buildings must also subscribe to one of the Food Services meal plans. A meal plan for apartment/townhouse residents is optional. Housing is limited to full-time, Day Division undergraduate students except in the summer months when some restrictions may be removed to include graduate students, conference groups, and guests. Terms and conditions of occupancy included herein (except for the meal plan requirement) remain in force throughout the calendar year.

B. **The University does not assume legal obligation to pay for any loss of or any damage to students' property if it occurs in its buildings or on its grounds prior to, during, or subsequent to the period of the contract. Personal property insurance is recommended.**

C. The student is responsible for the accommodations assigned and shall reimburse the University for all losses and damages done within or to said accommodations and furnishings. Residents are collectively responsible for damages to common areas on their floors or in their buildings, such as walls, ceilings, floors, tiles, furnishings, doors, fire safety equipment, and other appurtenances if the person(s) responsible cannot be identified.

D. Room assignment and reservations are made by the Resident Life Office (RLO). When a vacancy occurs, the University reserves the right to consolidate and reassign the remaining occupant of the room to different accommodations or to assign a new resident to fill the vacancy. Space permitting, the remaining occupant may request to remain in the room by 1) selecting a new eligible resident to fill the vacancy, or 2) by paying the single room rate for the continued use of the room at a reduced capacity. In order to fill apartment/townhouse vacancies the student may 1) select an eligible resident roommate, 2) have the next person on the apartment/townhouse waiting list assigned, 3) consolidate with other partially filled apartments and townhouses, or 4) pay an additional charge to cover the room rent of any unfilled space.

E. When deemed necessary, the student agrees that the RLO may create extended housing by tripling double occupancy rooms and using common areas. If this occurs, every effort will be made to insure the security and comfort of the resident. As space occurs, residents in extended housing will be reassigned to permanent housing. Students remaining in a "de-tripled" room will be assessed the standard double room fee unless they arrange for another eligible roommate to move in to maintain the room as a triple accommodation.

F. Students are prohibited from taking a roommate, transferring the contract, or permitting any part of an assigned room to be shared by person(s) not duly assigned by the RLO.

G. The University reserves the right to make all room assignments and re-assignments as considered necessary including during break periods and holidays. Due to an interest group housing

assignment, alteration of the male/female housing ratio, damage to a building, or any other hall or floor reassignment condition, the University reserves the right to reassign residents or alter assignments as necessary.

H. The University reserves the right of entry into a student room during an emergency or for other purposes in accordance with University policy and the *La Salle University Student Handbook.*

I. Authorized University representatives shall have the right of inspection within student rooms without prior authorization of the resident(s) at reasonable times for general maintenance/health/safety standards, preservation of the existing physical structure, identification of damage, and for enforcing University Rules and Regulations governing security and safety of University property. The University reserves the right to initiate steps for the removal of items which are the property of the University or its agents which are in a resident's room without approval.

J. The student agrees to comply with the rules, regulations, and conditions as contained in this agreement, together with such rules, regulations, and conditions as contained in the *Student Handbook* and the *University Bulletin.*

K. If any provision of this contract shall be declared illegal or unenforceable, the remaining provisions will remain in full force and effect.

L. The student shall be expected to follow the check-out procedures established by the Resident Life Office and to vacate University residence buildings within 24 hours after withdrawal or his/her last final examination or termination of this contract. End of semester and holiday closing dates and times are published annually by the Resident Life Office and are noted in the calendar section of the *Student Handbook.*

Housing Assignment Matters

Room Changes

Room changes can only be requested by submitting a properly completed Room Change Request form to the Housing Services Manager during a room change period. There is a $10.00 fee to the student who initiated the room change. When a resident changes rooms, the resident is responsible for the condition of both the former room and the present room. Rooms or room assignments cannot be changed without authorization from the Resident Life Office. Check-in and check-out forms are to be signed and completed at the actual time of each room change by the student and the Resident Assistant (RA). A $25.00 fee is assessed for improper room change, and the change may be nullified.

Single Rooms and Consolidation

When vacancies occur in double occupancy rooms during the academic year by no-shows or room changes, the University reserves the right to reassign students in order to consolidate occupancy. Space permitting, requests to retain the same room will be considered by the Resident Life Office. An additional single room fee will be assessed if approval is granted.

Withdrawal from Residence

Whenever and for whatever reason a resident wishes to withdraw from housing, a Withdrawal from Residence form must be submitted to the Director of Resident Life. There is a charge for failing to submit a form and not following prescribed check-out procedures.

Housing contracts are binding for the entire academic year, fall and spring semesters. Release from financial obligation for room rent for any subsequent semester in the contract can only be granted by the Director of Resident Life when an Application for Withdrawal from Residence form is received prior to the beginning of that semester. Marriage, off-campus matriculation or which constitutues a housing hardship, withdrawal from the University, or part-time or evening division status constitutes acceptable grounds for release from the housing contract. Residents withdrawing from school during a semes-

ter are eligible for a refund of room rent for that semester according to the tuition refund schedule noted in the *University Bulletin.*

Pro-rated refund or alteration of the Food Services contract can only be obtained by contacting the Bursar and the Food Services Department.

Check-out Procedures

Any time a resident student withdraws from school, graduates, gets married, goes home at the end of the academic year, or even CHANGES ROOMS, he/she MUST OFFICIALLY CHECK-OUT OF HIS/ HER ROOM! Listed below are some important check-out procedures.

1. Each person must check-out of his/her own room. No one else can do it for him/her.
2. All possessions and items to be discarded (including anything on walls, doors, bulletin boards, and windows) must be removed from the room, and it must be broom cleaned.
3. The RA must do a final check of the room. Damages will be assessed (if any) and noted on the room inspection sheet.

   A check-out is NOT complete until THE ROOM INSPECTION SHEET IS SIGNED AND KEYS ARE RETURNED. THIS MUST BE DONE BEFORE LEAVING. Failure to do this results in a $25.00 charge for failure to check-out properly in addition to charges for key replacement. If the room/apartment/townhouse has been abused or vandalized, the resident may also be subject to disciplinary action.

Lounge Reservations

Lounges and other common areas may be used for approved Resident Student Association or student group-sponsored activities. Reservation of a facility should be requested well in advance and directed to the Office Manager, Resident Life Office.

Care of Facilities

Residents are expected to maintain reasonable standards of cleanliness and care for the residence buildings. Students are responsible for cleaning their own living quarters and are to refrain from abusing common area facilities. Requests for maintenance and repair should be directed to building Resident Assistants.

Property Damage

When damage occurs to residence hall property, the Resident Life Office reserves the right to assess charges for damages to the responsible party.

The cost of the repair or replacement of damaged property in a student room will be charged to the responsible occupants. When damages occur on a particular floor or hall in a common area, the persons responsible will be assessed if they can be identified. Otherwise, all of the floor or hall's residents will be collectively (as a group) assessed for the damage. Damages within a townhouse or apartment will be assessed to the group of residents in that unit.

Damages to common lobby areas will be assessed to persons responsible if they can be identified. Otherwise, the repairs will be charged to the smallest identifiable group of students in the residential area.

Painting Rooms and Hallways

The current Painting Policy Guidelines are available at the Resident Life Office through the Housing Facilities Manager.

Health, Safety, Maintenance Checks

Periodically each semester Resident Life Staff will conduct announced health, safety and maintenance checks of rooms, apartments, and townhouses. Residents need not be present. Violations will be referred back to the resident(s) for correction. Failure to comply with pertinent health, safety or maintenance standards and laws may lead to disciplinary action.

Furniture

Furniture is placed in the common areas of the residences for use by all residents. It may not be taken out of a building or into a private

living space. If University furniture is found in a student room, a charge will be assessed, and the return of furniture to its original location within 24 hours will be required of the residents.

Repairs

Residents should promptly report all needed repairs to a Resident Assistant (RA) or Resident Director (RD). Emergency repairs should be immediately reported to them or can be telephoned to Campus Security at 951–1111 or 991–2111.

Security and Safety Requirements

The La Salle residence community includes some 1,800 undergraduate students in varied accommodations ranging from single and double residence hall style rooms in eleven halls to fully-furnished three, four, and five person apartments and townhouses. Services and programs intended to enhance the quality of life and to assure the security and safety of the resident student body are a major priority for the Resident Life administrative staff. Each residence facility includes a 24-hour security desk receptionist, and/or a magnetic photo identification card access system. All are served by live-in, graduate student resident directors and undergraduate resident assistants. Staff members are available for each building from 6:00 p.m. every evening until 7:00 a.m. the next morning, and staff make regular rounds in each building as part of the security and safety system provided for resident students. The following policies relating to the use of facilities and individual responsibilities are intended to provide a safe living environment.

Building Safety

1. Fire doors and any locked accessways must remain closed and secured for all but emergency use.

2. All non-staff persons must avoid roofs and other limited access areas, including boiler rooms and electrical equipment boxes. Walking on the building roofs will cause ultimate, if not immediate damage to roof surfaces.

3. Windows and screens are intended to secure student rooms, to keep out insects, and as a safety precaution. Removal of, or damage to, window screens will result in a damage charge. Where screens are not available, students should continue to observe safety precautions. In all cases, any person found throwing objects out of a window or hanging anything out of a window will be subject to disciplinary action.

4. All persons must enter and exit residential facilities through designated access points. Persons may not climb over walls, gates, fences, or through windows.

Safe Living and Individual Responsibility

1. All persons must carry an appropriate form of La Salle identification (La Salle Student ID Card, La Salle Staff ID Card, or a currently issued guest pass) when inside a residential complex. All students and employees are issued photo ID cards and are required to present them upon request to University officials.

   - Inability to provide appropriate picture identification will likely require individuals to visit the Security Department office to receive temporary ID, purchase new ID, or be denied access to residential facilities.

   - Lost or stolen ID cards must be reported immediately to the Security Department to prevent unauthorized use.

   - Trespassers are escorted off campus and may be detained by authorities.

2. Resident students may host the guest(s) of their choice, providing that the resident student has not had their guest privileges revoked as a result of disciplinary action, the guest has not lost visitation privileges as a result of disciplinary action, and both guest and host are willing and able to abide by all University policy.

   - Guest passes may be issued at the North Halls Security Desk, the Sts. Edward and Francis Halls Security Desk, the St. John Neumann Hall Security Desk, or the St. Miguel Court Security Desk.

- No guest will be allowed to enter a residential complex who is unable to present a picture ID. It is the responsibility of the host to insure that their guests are aware of this requirement.
- All guests must be escorted by their host at all times while inside a residential complex. It is the host's responsibility to insure that this occurs. A host will be held fully accountable for the actions of his/her guest(s).
- Guests cannot be permitted during vacation periods.

3. All resident students and staff must use their ID card to activate the turnstile or security door each time they enter the St. Miguel Court Complex, Sts. Edward and Francis Halls, St. John Neumann Hall and the North Halls Complex.

- Assistance with malfunctioning cards or equipment may be received from the Security Desk Receptionists or at the Security Department office. A malfunctioning card will not admit an individual to a residential complex and will require an individual to insure that his/her card is functional or replaced at the Security Department office.

4. The following guidelines are highly recommended in order to insure the safest educational environment within the residential community:

   a. **Lock room door and always carry key. Remember room door and mailbox combination.**

   b. **Do not loan keys or door combinations. Report lost or misplaced keys immediately. There will be a small fee charged to change a lock or a door combination.**

   c. **Report strangers or suspicious behavior of unfamiliar persons in the building. Contact a Resident Life Staff member immediately or call Campus Security at 951-1111 or 991-2111.**

   d. **Report incidents of vandalism, theft or property destruction to the Resident Life Staff immediately.**

   e. **Park in designated resident parking areas. Avoid street parking.**

   f. **All students and employees are encouraged to promptly report all crimes to Campus Security and/or the Philadelphia police.**

5. **PROHIBITED!**

Because of legal statutes, and for health and safety reasons, etc., the following are not allowed in the residence halls:

- ✖ body building equipment
- ✖ cooking appliances with an open element
- ✖ electric skillets
- ✖ weapons (or replicas)
- ✖ fireworks
- ✖ littering
- ✖ connections to outside aerials or antennas
- ✖ radio transmitters
- ✖ musical instrument amplifiers and sound equipment
- ✖ waterbeds
- ✖ air conditioners
- ✖ lighted candles
- ✖ firearms
- ✖ gas and air pistols or rifles
- ✖ ammunition or explosives
- ✖ darts and archery equipment
- ✖ sun lamps and other similar electrical equipment
- ✖ vehicles with gasoline engines
- ✖ bicycles (except in residents' rooms)
- ✖ pets

The keeping or presence of any and all pets is prohibited!

6. **Solicitation**

Solicitation of any kind is not permitted on or in the private property of the University without permission. This includes commercial salespersons, outside organizations, representatives of political parties, vendors, small businesses, etc. Campus-based student organizations, individual students, and

individuals or groups not affiliated with La Salle must receive authorization from the Director of Resident Life.

Community Courtesy Guidelines

The residential student community is an interdependent group of individuals. However, needs and behaviors of individuals can be in conflict with the needs and behaviors of small groups of residents or the entire residential community. The University facilitates the resolution of this conflict through three bodies of authority whose responsibility it is to define when and where the rights of individuals end and the needs of the community begin. These three authoritative bodies include the Resident Life Office, the Resident Hall Advisory Board, and the Resident Student Association. All-campus policy issues are the responsibility of the Student Affairs Committee and the Vice President for Student Affairs. The preponderance of resident student-specific policies are the responsibility of the Resident Hall Advisory Board and its membership which includes students, faculty and administrators.

Noise Annoys!
Each resident has the right to an environment that promotes courtesy and respect for individual study, sleep, and living habits. Excessive noise or behavior which infringes upon student residents or off-campus neighborhood residents is not appropriate. In particular, sound equipment should not be placed facing an open window nor should it be played at such a volume to disturb others (Closing a room door and windows makes a lot of difference!).

Though courtesy is expected at all times, each living unit/floor may vote to establish guidelines beyond those listed below as minimum.

QUIET HOURS
Sunday Evening through Friday Morning
8:00 p.m. to 8:00 a.m.

Friday Night through Sunday Morning
1:00 a.m. to 8:00 a.m.

Guests and Visitation Privileges

La Salle commuter students and non-La Salle guests are subject to all University and Resident Life policies and regulations. All guests must have a host, register with the Security Desk Receptionist, and obtain a pass to gain access to a residence (See Safe Living and Individual Responsibility guidelines on page 123).

The visitation policy permits members of the opposite sex to visit in hallways and rooms in the University residences during prescribed hours only:

Sunday–Thursday 12:00 p.m.–12:00 a.m.

Friday–Saturday 12:00 p.m.–2:00 a.m.

Resident students may have overnight guests of the same sex as long as roommate(s) are notified and do not object. The Resident Assistant must be notified and, if a guest is to stay beyond three (3) consecutive nights, authorization must be obtained from the appropriate Resident Director. The Resident Life Office may have a guest removed for failing to abide by University and housing regulations.

Room Entry Procedure

The right of a resident to privacy in his/her room will be protected by the University. However, this right of privacy carries with it the responsibility for each student to conduct himself/herself within the general policies of the University. In the interest of handling emergency situations and of maintaining an environment in the University residence complexes which provides for the health, safety, and welfare of all residents, it is occasionally necessary for authorized University personnel to enter the living quarters of students (See Housing Contract above, section I.).

In situations as defined below, premises occupied by a student and the personal property of a student in those premises may be searched only when appropriate prior authorization has been obtained. For University residences or other facilities controlled by the University, a formal request must be made of the Assistant to the Vice President for Student Affairs, or his/her designated representative, specifying the reason(s) for the search and the object(s) or information sought. A student's room will be protected from unreasonable search and

from search when he/she is not present, if possible. In the case of searches by civil authorities, the ordinary requirements for lawful search will be followed:

1. A clear indication that established health or safety regulations are being violated.
2. Clear and present danger to the room occupants or other residents exists.
3. University administrative personnel have probable cause to believe that students are violating federal, state, or local laws or University regulations.

Telephone Harassment

It is a crime under both state and federal laws for anyone to make obscene or harassing telephone calls. These laws have penalties of imprisonment and/or a fine. La Salle University will cooperate fully with investigations by the proper authorities into these matters. In addition, the responsible person(s) will be subject to University disciplinary action.

If you ever receive obscene, abusive, harassing, or threatening calls, follow these suggestions: 1) Hang up at the first obscene word. Hang up if the caller remains silent the second time you say hello. REMEMBER, YOU CONTROL YOUR TELEPHONE, not the person calling. 2) Do not give any information, such as your name and address, until the caller has been properly identified. 3) Unplug your telephone for a length of time until the calls cease. 4) If calls persist over a period of days, notify a Resident Life Staff member or visit the Resident Life Office.

Serious Misconduct

Students at La Salle have a great deal of freedom to develop a lifestyle which is consistent with their personal goals and developmental needs. However, the following areas fall outside the bounds of acceptable student behavior and could lead to loss of housing privileges or suspension from the University on a first offense.

1. Vandalism — The deliberate destruction or defacement of private or University property.
2. Violent acts such as fighting and assault or threats of the same.
3. Sale or possession of illegal/illicit drugs or drug paraphernalia in any quantity.
4. Breeches of security/safety measures which could put at risk members of the University community including improper possession/use of keys, combinations, propping open doors, etc.
5. Misuse of fire protection equipment including pulling a false alarm or discharging a fire extinguisher.
6. Arson or the discharge of fireworks or firearms.
7. Lewd or indecent behavior in public areas antithetical to the values of a La Salle education.

Suspension of Housing Privileges

The privilege of residing in or visiting University residential facilities is provided to all La Salle University students until or unless an individual demonstrates behavior which affects that status. The residential community requires that its members make an effort to respect one another as well as the facilities they share.

Students found to be physically abusive or neglectful toward University residential facilities may risk losing privileges regarding their choice of living accommodations or their ability to live in or visit University residential facilities.

Students found to be violators of University regulations, either through "Serious Misconduct" or through consistent or continuous violations of policy, risk losing certain privileges. This may include the ability to self-select their living accommodations or the ability to live in or visit University residential facilities.

The following examples describe "minimum" responses and disciplinary action regarding housing privileges:

Intentional damage to common area University property

First Offense — Specific probation, restitution and loss of privilege to self-select living accommodations for next academic year.

Second Offense — General probation, restitution, loss of all housing privileges for one academic year (may not live in or visit University housing facilities).

Damage or neglect of assigned living space

First Offense — Conduct warning, restitution, and loss of two room selection lottery points.

Second Offense — Specific probation, restitution, and loss of privilege to self-select living accommodations or limited choices for the next academic year.

The above listed examples are for general reference only. Extent of damage and other circumstances will affect sanctions necessary for individuals in specific circumstances.

LA SALLE UNIVERSITY CAMPUS MAP & DIRECTORY

1 COLLEGE HALL
- Campus Ministry and de la Salle Chapel
- Administrative Computing Center
- Department Offices:
  - Accounting
  - Business Law
  - Finance
  - Management
  - Marketing

2 CHRISTIAN BROTHERS RESIDENCE

3 CONNELLY LIBRARY

4 ADMINISTRATION CENTER
- Assistant to the Vice President for Student Affairs
- Bursar's Office
- Business Office
- Career Planning and Placement
- Dean of Arts and Sciences
- Dean of Business Administration
- Continuing Education for Women (CEW)
- Graduate Bilingual/Bicultural Studies (Spanish)
- Graduate Education
- Graduate Human Services Psychology
- Graduate Pastoral Counseling
- Graduate Religion
- Master of Business Administration
- Master of Science in Nursing
- Multi-Cultural and International Student Affairs
- Personnel, Payroll, & Affirmative Action
- Provost
- Registrar's Office
- School of Continuing Studies
- Student Loan Office
- Vice President for Business Affairs
- Vice President for Development
- Vice President for Student Affairs

5 ROLAND HOLROYD SCIENCE CENTER
- Academic Computing Services
- Department Offices:
  - Biology
  - Chemistry
  - Geology/Physics
  - Psychology

6 OLNEY HALL
- Academic Discovery Program
- Art Museum
- Audio-Visual Services
- Desktop Publishing
- Humanities Lab
- Instructional Materials Center
- Language Laboratory
- La Salle-in-Europe
- Mandell Amphitheater
- Radio Studio
- Sheekey Writing Center
- Women's Studies Program
- Department Offices:
  - Communication
  - Computer Science
  - Economics
  - Education
  - English
  - Fine Arts/Music
  - Foreign Languages
  - History
  - Mathematical Sciences
  - Political Science
  - Sociology/Criminal Justice/Social Work

7 LA SALLE UNION
- Backstage/Intermissions
- Ballroom
- Clubroom (game room)
- Dan Rodden Theater
- Dun Leavy Assembly Room
- Faculty Dining Room
- Food Court
- Food Services Department
- Williamson Commuter Lounge
- McShain Conference Suite
- Meeting Rooms
- Money Access Center (MAC)
- Music Room
- Student Life Office
- Union Information Center
- Organization Offices:
  - African-American Students
  - League
  - Collegian
  - Explorer
  - Grimoire
  - Jazz Band
  - La Salle Entertainment Organization
  - La Salle Singers
  - Students' Government Association
  - WEXP Radio Station

8 MC CARTHY HALL (EAST)
- Duplicating/Mailroom

9 MC CARTHY HALL (WEST)

10 HANK DE VINCENT FIELD

11 WISTER HALL
- Campus Store
- Government Affairs
- Instructional Computing Lab
- L-Stop Convenience Store
- Department Offices:
  - Art History
  - Nursing
  - Philosophy

12 MC SHAIN HALL
- Counseling Center
- Honors Center
- Department Offices:
  - Religion

13 BENILDE HALL
- Admissions
- Alumni Office
- Financial Aid
- News Bureau

14 URBAN STUDIES AND COMMUNITY SERVICES CENTER

15 ST. HILARY HALL

16 ST. JEROME HALL

17 ST. ALBERT HALL

18 ST. CASSIAN HALL
- Television Studio

19 ST. GEORGE HALL
- Student Health Services

20 ST. BERNARD HALL

21 ST. DENIS HALL

22 ST. KATHARINE HALL

23 NORTH DINING HALL

24 LA SALLE HALL APARTMENTS
- Small Business Development Center

25 GOOD SHEPHERD
- Center for Individual Family Studies
- Clinic for Marriage and Family Therapy
- Pastoral Counseling

26 INTRAMURAL ATHLETIC FIELDS

27 ST. TERESA COURT APARTMENTS

28 HAYMAN HALL
- Director of Academic Support Services for Student Athletes
- Director of Recreation and Intercollegiate Athletics
- Kirk Memorial Pool
- Recreation and Intercollegiate Athletics Department
- Sports Facilities & Training Room

29 ST. EDWARD HALL

30 ST. FRANCIS HALL

31 ST. MIGUEL COURT
- Community Center
- West Complex Mailroom

32 BUILDING BLOCKS DAYCARE CENTER

33 FINE ARTS & PRINT STUDIO

34 PEALE HOUSE
- President's Office
- Institutional Research
- Vice President for Enrollment Services

35 GATEHOUSE
- Communications
- Assistant Vice President for Development

36 SECURITY HEADQUARTERS

37 GREENHOUSES

38 ART MUSEUM ANNEX

39 JAPANESE TEA CEREMONY HOUSE

40 PHYSICAL PLANT ADMINISTRATION

41 ST. JOHN NEUMANN
- South Complex Mailroom

42 FITNESS CENTER

43 CHRISTIAN BROTHERS RESIDENCE

44 presently not in use

45 RESIDENT LIFE OFFICE
- North Halls Complex Mailroom

46 HOUSING UTILITY BUILDING

PARKING LOT A
- Faculty and staff

PARKING LOT B
- Student

PARKING LOT C
- Faculty and staff

PARKING LOT D
- Student

PARKING LOT E
- Student

PARKING LOT F
- Student

PARKING LOT G
- Student

PARKING LOT H
- Student

INFORMATION FOR HANDICAPPED

- Building Access
- Parking (Security will provide assistance)

N
E
S
W
CHURCH LANE
G PARKING
WISTER STREET
H
I PARKING
CHEW STREET
F PARKING
OLNEY AVENUE (CAMPUS BLVD.)
A PARKING
B PARKING
PARKING
COTTAGE LANE
CLARKSON STREET
ARMSTRONG STREET
TO WISTER STATION
BUS ROUTE "J"
BELFIELD AVENUE
20TH STREET
BUS ROUTES 18-26
OLNEY AVENUE
TO BROAD STREET
C PARKING
D PARKING
L PARKING
BELFIELD AVENUE
LINDLEY AVENUE

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La Salle University
Desktop Publishing Center